



CONTRA COSTA COUNTY

Committee Meeting Minutes

Community Advisory Board on Public Safety

Thursday, November 20, 2025

11:00 AM

50 Douglas Dr., Martinez |

<https://us06web.zoom.us/j/84706790338>

Webinar ID: 847 0679 0338

Programs & Services Subcommittee Meeting

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

Wilanda Hughes called the meeting to order at 11:00 a.m.

1. Roll Call and Introductions

Present

Wilanda Hughes, Rena Hurley, and Rena Moore

Absent

Tiffany Anaya

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 public comment received.

3. CONSIDER approving the Record of Action from the September 18, 2025, [25-4908](#)
CAB Programs & Services Subcommittee meeting.

Attachments:

[DRAFT CAB Programs & Services Record of Action - September 2025](#)

Motion:

Moore

Second:

Hurley

Aye:

Hughes, Hurley, and Moore

Absent:

Anaya

Result:

Passed

4. Review the CAB Programs & Services Subcommittee Work Plan. [25-4909](#)

Attachments: [CAB Program & Services Work Plan 2025](#)

Discussion was held.

Public comment was received.

The Subcommittee reviewed the work plan and discussed completed activities and next year's priorities.

5. Update on Outreach Activities and Program Tour Coordination. [25-4910](#)

Attachments: [CAB Programs & Services – Program Tour Assignments 2025](#)

Discussion was held.

Public comment was received.

Subcommittee members shared updates on their program tours and discussed the remaining tours that have yet to be completed. They will provide an update on the unfinished tours at the next meeting.

6. Discuss In-custody Survey and Process. [25-4911](#)

Attachments: [In-Custody Survey Questions 2025](#)

Discussion was held.

Public comment received.

The Office of Reentry & Justice has provided an update on the in-custody survey questions. A new question was added to the survey before it was submitted for distribution via tablets across various facilities. We will present an update on the number of responses at the next Subcommittee meeting.

7. Review Timeline for Client Feedback Process.

[25-4912](#)

Attachments: [Client Feedback Process - DRAFT](#)

Discussion was held.

Public comment received.

The Subcommittee reviewed the client feedback timeline and outlined the next steps for the in-custody survey. They also discussed the planning of focus groups for further engagement.

8. Discuss Service Model Ideas.

No discussion was held.

The Subcommittee has decided to revisit this agenda topic during next month's meeting.

9. The next meeting is currently scheduled for Thursday, December 18, 2025, at 11 a.m.

Next Steps:

- Review CAB Programs & Services Work plan
- Updates on Program Tours (Bay Area Legal Aid)
- Update In-Custody Survey and process.
- Discuss focus group process and logistics
- Review Client Feedback Process Timeline
- Discuss future service model ideas

10. Adjourn

The meeting was adjourned at 11:24 a.m. by Wilanda Hughes. The next scheduled meeting of the Subcommittee is Thursday, December 18, 2025, at 11 a.m.

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For Additional Information Contact:

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