



CONTRA COSTA COUNTY

Committee Meeting Minutes

Community Advisory Board on Public Safety

Tuesday, October 28, 2025

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 11:05 a.m.

1. Roll Call and Introductions

Present Nicole Green, 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).

No public comment received.

3. CONSIDER approving the Record of Action from the August 26, 2025, [25-3759](#)
CAB Outreach & Community Engagement Subcommittee Meeting.

Attachments: [DRAFT CAB Outreach & Community Engagement \(OCEC\) Record of Action - August 26, 2025](#)

Motion: Green

Second: Pastrana

Aye: Green, and Pastrana

Absent: Van Hook

Result: Passed

4. Discuss CAB Outreach & Community Engagement Subcommittee Work Plan [25-536](#)

Attachments: [DRAFT CAB Outreach & Community Engagement Work Plan 202](#)

Discussion was held.

Public comment was received.

The Subcommittee reviewed their work plan, discussing each task's status and assigning individuals to each task.

5. Discuss Community Advisory Board Retreat Planning for 2026. [25-4508](#)

Attachments: [CAB Retreat Agenda 2025](#)

Discussion was held.

Public comment was received.

The subcommittee reviewed the agenda for the CAB Retreat 2025 and made adjustments to the content and sections to create an agenda for the CAB Retreat 2026.

6. Finalize CAB Ambassador Guide, Application Expectations, Orientation, and Interview Questions. [25-3763](#)

Attachments: [DRAFT Ambassadors Program Guide 2025](#)
[CAB Applicant Expectations](#)
[CAB New Member Orientation](#)
[CAB Interview Questions](#)

Discussion was held.

Public comment was received.

The Subcommittee reviewed the CAB Ambassador Guide, application expectations, orientation guidelines, and interview questions to finalize internal documents and improve processes for ambassador meetings, the interview process, new member orientation, and the vetting process.

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

[25-3762](#)

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

No discussion was held.

The Subcommittee will discuss marketing and outreach strategies, materials, budget, and implementation process at their next meeting in November.

8. Discuss Outreach & Recruitment Strategies.

No Discussion was held.

The Subcommittee will discuss outreach and recruitment strategies at their next meeting in November.

9. The next meeting is currently scheduled for Tuesday, November 25, 2025, at 11:00 a.m.

Next Steps:

- Discuss CAB Retreat 2026
- Discuss CAB strategies for recruitment & outreach
- Discuss next steps for Subcommittee leadership
- Discuss CAB Participation & Engagement Survey Results
- Discuss Marketing and Outreach: Strategies, Materials, Budget, and Implementation Process.

10. Adjourn

The meeting was adjourned at 12:44 p.m. by Gloribel Pastrana. The next scheduled meeting of the Subcommittee is Tuesday, November 18, 2025, at 2 p.m..

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For Additional Information Contact:

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