

CITY OF RICHMOND
Reimagining Public Safety Community Task Force

Wednesday, June 22, 2022 5:30 PM

<https://zoom.us/j/99598896210?pwd=MEdpUWRjMG02bnI5MXlnb2xrQTloQT09>

This meeting is accessible to people with disabilities*



Members:

Burks, Helene
Cantú, Marisol
Chacon, Eddy
Chacon, Luis
Gosney, Don
Joseph, Randy
Kilian-Lobos, Kristin
Lee, Armond
Mangels, Laura
Njissang, Marcus
Schlemmer, Joey
Small, Deborah
Soto, Andres
Therriault, Ben
Walker, Tamisha
Whitmore, Linda
Williams, B.K.
Vacant (4)

ALL TASK FORCE MEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE

***This meeting is scheduled to adjourn at 7:30 P.M.** The meeting may be extended by a majority vote of the Task Force members.*

- A. Call to Order**
- B. Roll Call**
- C. Agenda Review and Adoption**
- D. Meeting Procedures**
- E. Minutes Approval**
 - 1. APPROVE the minutes of the March 23, 2022 regular meeting of the Reimagining Public Safety Community Task Force
 - 2. APPROVE the minutes of the April 13, 2022 special meeting of the Reimagining Public Safety Community Task Force
 - 3. APPROVE the minutes of the April 27, 2022 regular meeting of the Reimagining Public Safety Community Task Force
- F. City Staff Reports (Verbal) (Public comment allowed under Public Comments)**
- G. Public Comments**
- H. Presentations, Discussions, & Action Items**

Following discussion of each item, the Task Force may vote to make recommendations to staff or to the City Council.

 - 1. RECEIVE presentation from Matrix Consulting on a comprehensive study of emergency services in Richmond
 - 2. RECEIVE report from Acting Chief Tirona regarding crime and Task Force-related concerns
 - 3. RECEIVE reports from current working groups
 - 4. REVIEW, DISCUSS, and APPROVE the Task Force working group structure and membership for the next six months
 - 5. REVIEW feedback on proposed Task Force bylaws and DISCUSS next steps
- I. Action Item Recap**
- J. Adjournment**

Scheduled Meetings:

- Report to City Council - Tuesday, July 19, 2022
- General Meeting - Wednesday, July 27, 2022

CITY OF RICHMOND
Reimagining Public Safety Community Task Force

Wednesday, June 22, 2022 5:30 PM

<https://zoom.us/j/99598896210?pwd=MEdpUWRjMG02bnI5MXlnb2xrQTloQT09>

This meeting is accessible to people with disabilities*

Staff:

LaShonda White (510) 620-6828 lashonda_white@ci.richmond.ca.us
Stephanie Ny (510) 620-6563 stephanie_ny@ci.richmond.ca.us
Guadalupe Morales (510) 620-6553 guadalupe_morales@ci.richmond.ca.us



MEETING PROCEDURES & INFORMATION

ALL TASK FORCE MEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE

CORONAVIRUS DISEASE (COVID-19) ADVISORY

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. (See, for example, March 31, 2020 County Order extending the shelter-in-place order until May 3, 2020 and March 19, 2020 statewide shelter-in-place order.) Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order N-29-20).

Both <https://www.coronavirus.cchealth.org/> and <http://www.ci.richmond.ca.us/3914/Richmond-Coronavirus-Info> provide updated coronavirus information. On April 29, 2020, the Health Officer of Contra Costa County issued a press release to inform the public that regional shelter-in-place orders will be extended through May 31, 2020, as some restrictions are eased.

DUE TO THE SHELTER IN PLACE ORDERS, and consistent with Executive Order N29-20, this meeting will utilize video/teleconferencing only.

How to participate in Public Comment and/or to speak on an agenda item in the meeting:

Written comments will only be accepted via email to recreation@ci.richmond.ca.us by no later than 3 p.m. on the day of the scheduled meeting. The comments will be read at the top of the Public Comment portion of the agenda. Emails MUST contain in the subject line:

1. Public Comments
2. Public Comments agenda item #__ [include the agenda item number].

Emails that do not contain the correct identifying information in the subject line may be overlooked and may not become part of the record. Email received after 3 p.m. will not be read into the record. Email received after 3 p.m. will, however, be posted on-line following the meeting as part of the supplemental materials attached to the meeting minutes.

By Computer, Tablet, or Mobile Device:

Step 1: Tune in to the videoconference at the following link:

<https://zoom.us/j/99598896210?pwd=MEdpUWRjMG02bnI5MXlnb2xrQTloQT09>

Webinar ID: 995 9889 6210

Passcode: TASKFORCE

Step 2: To comment by video conference, click on the Participants button at the bottom of your screen and select the **"Raise Your Hand"** button to request to speak when Public Comment is

being announced or as speakers are called upon at the start of each agenda item. Attendees will then have two (2) minutes to click the “**Raise Your Hand**” button at that time. Speakers will be called upon in the order they select the “Raise Your Hand” feature. When called upon, you will be unmuted. Speakers are allowed up to two (2) minutes on public comment and agenda items. After the allotted time, you will then be re-muted.

By Telephone:

Step 1:

Or iPhone one-tap :

US: +16699009128,,99598896210# or +12532158782,,99598896210#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 995 9889 6210

Passcode: TASKFORCE

International numbers available: <https://zoom.us/j/99598896210>

Step 2: To comment by phone, you will be prompted to “Raise Your Hand” by pressing “*(star)9” to request to speak when Public Comment is being announced or as speakers are called upon at the start of each agenda item. Attendees will then have two (2) minutes to click the “**Raise Your Hand**” button at that time. Speakers will be called upon in the order they select the “Raise Your Hand” feature. When called upon, you will be unmuted. Speakers are allowed up to two (2) minute on public comment and agenda items. After the allotted time, you will then be re-muted.
<https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

Accessibility for Individuals with Disabilities

Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to bruce_soublet@ci.richmond.ca.us or submitted by phone at (510) 620-6507. Requests will be granted whenever possible and resolved in favor of accessibility.

Record of public comments:

Public comments will be considered a public record, put into the official meeting record. Public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted:

<https://www.ci.richmond.ca.us/Archive.aspx?AMID=183>.

City of Richmond - Reimagining Public Safety Community Task Force
Meeting held via Zoom: https://richmond.granicus.com/ViewPublisher.php?view_id=38

MINUTES*
WEDNESDAY, MARCH 23, 2022, 5:30 P.M.

**video recording and meeting transcript available*

A. CALL TO ORDER

Meeting called to order by Chair Small at 5:34 P.M.

B. ROLL CALL

PRESENT: H. Burks, M. Cantú, E. Chacon, L. Chacon, D. Gosney, R. Joseph, K. Kilian-Lobos, L. Mangels, M. Njissang, J. Schlemmer, D. Small, T. Walker, B.K. Williams

ABSENT: D. Joseph, A. Lee, J. Lee, A. Soto, B. Therriault, L. Whitmore

A. Lee joined the meeting at 6:24 P.M. Ben Therriault joined at 6:40 pm. BK reports she will log off at 6:55 pm.

C. AGENDA REVIEW AND ADOPTION

Staff Liaison LaShonda White stated that E-1 should be moved to the next meeting as there was a request to provide additional information in the minutes. L. Chacon stated he was unable to confirm the speaker for item H-5 and asked for it to be removed.

A motion was made to adopt the agenda with agenda items E-1 and H-5 moved to another meeting by D. Gosney; seconded by H. Burks; approved by the following vote:

Ayes: H. Burks, M. Cantú, L. Chacon, D. Gosney, R. Joseph, K. Kilian-Lobos, L. Mangels, M. Njissang, D. Small, T. Walker, B.K. Williams

Noes: J. Schlemmer

Abstentions: E. Chacon

Absent: D. Joseph, A. Lee, J. Lee, A. Soto, B. Therriault, L. Whitmore

D. MEETING PROCEDURES

E. MINUTES APPROVAL (CHAIR SMALL)

1. APPROVE the minutes of the January 26, 2022, regular meeting of the Reimagining Public Safety Community Task Force

This item was removed from the agenda.

2. APPROVE the minutes of the February 23, 2022 regular meeting of the Reimagining Public Safety Community Task Force

A motion was made to approve the minutes of the February 23, 2022 regular meeting by R. Joseph; seconded by M. Cantú; approved by the following vote:

Ayes: H. Burks, M. Cantú, D. Gosney, R. Joseph, K. Kilian-Lobos, L. Mangels, M. Njissang, J. Schlemmer, D. Small, T. Walker, B.K. Williams

Noes:

Abstentions: E. Chacon, L. Chacon

Absent: D. Joseph, A. Lee, J. Lee, A. Soto, B. Therriault, L. Whitmore

F. CITY STAFF REPORTS

No staff reports were made.

City of Richmond - Reimagining Public Safety Community Task Force

Meeting held via Zoom: https://richmond.granicus.com/ViewPublisher.php?view_id=38

G. PUBLIC COMMENT

1. Cordell Hindler invited Task Force members to attend the weekly Richmond Rotary Club meeting on May 6th at 12:30 P.M. at the Richmond Country Club. He added that tickets were \$25 and includes lunch and the guest speakers will be the City Manager's Office Economic Development Division that will be sharing about potential businesses that will be coming to Richmond.
2. Randy Joseph had two comments to make. He invited Task Force members and everybody in the public to the RYSE Common's free grand opening event on May 14th to celebrate the new building being built. He also commented about people who have a lot to say about the Task Force but are not involved in the work. He added that he is fed up with the comments but are not present during Task Force meetings. He added that people should reach out to the Task Force to learn more about what folks are doing.
3. LaShonda White invited the Task Force and the general public for "An Evening of Poetry and Health", held on Thursday, April 7th in the City Council Chambers from 7:00 P.M. to 9:00 P.M. hosted by Richmond Poet Laureate David Flores and Librarian Angela Cox. Local poets will perform spoken word and will precede open mic.
4. Don Gosney commented on Randy Joseph's comments earlier. He mentioned that this is a problem with community groups where contact information is not provided. He mentioned an earlier incident where Task Force members did not want to share their email addresses with the public and suggested creating a 'dummy' email for communications.

H. PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS

1. DISCUSS the status of the Implementation Subcommittee and Subcommittee Brown Act requirements

Chair Small led the discussion on this item. She discussed that the Implementation subcommittee, as it was acting, was subject to the Brown Act and therefore any following and future meetings of the Implementation Subcommittee were cancelled. She further discussed that it was considered a standing committee and that it was initially a City staff request to create this subcommittee as a way for other working subcommittees to report on and work with staff on their proposal updates. She recommended to return to the working group structure. More discussion ensued regarding Brown Act transparency issues, external partners participation in the Implementation Subcommittee, efficient working structures, implementation documentation transparency, and concerns making this agenda item an actionable item to further the work. City attorney Bruce Souplet recommended creating subcommittees that consist of only Task Force members that constitute less of a quorum and have external partners act as subject matter experts. Further discussion ensued.

Public Comment:

1. Cordell Hindler commented on an experience he had with a library commission in an adhoc meeting regarding who would be the chair for their commission and reporting back to the main commission. He recommended keeping the working groups as is to have subject matter experts present.
2. **RECEIVE reports from Task Force Working Groups regarding current and future meeting schedules and assignments, and DISCUSS whether to retain or revise the current Working Group structure:**
 - a. **Accountability as Safety**
 - b. **Community Based Solutions**
 - c. **Health and Safety**
 - d. **Smart Budgeting and Resource Allocation**

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Chair Small led the discussion on this item. She discussed restructuring the working groups to support the work that was being done with the Implementation Subcommittee and the approved proposals but not overlap with with other working group's work. Discussion ensued regarding current scheduling, staff capacity, and working group attendance.

Public Comment:

There was no public comment on this item.

3. DISCUSS Task Force meeting schedule for April and May 2022

Chair Small led the discussion on this item. She commented about the previous biweekly schedule of the Task Force prior to the creation of the Implementation Subcommittee and recommended the Task Force meet twice a month to provide evaluations on the Task Force proposals and budgets and to evaluate and assess Task Force work. After concluding, the Task Force would return to a monthly meeting after June. Discussion ensued regarding staff and city attorney capacity for biweekly meetings, bylaws allowing for a meeting schedule change, and Task Force member availability.

Public Comment:

There was no public comment on this item.

4. DISCUSS proposed Task Force Bylaws drafted by Chair Small

Chair Small led the discussion on this item. She discussed providing bylaws for the Task Force in addition to adhering the City Commission Handbook. Task Force member D. Gosney discussed the meaning of several terms including "joint authority", "communities", and other terms, the functions and purpose of the Task Force, and other concerns he noted in the draft bylaws. Discussion ensued and City Attorney Bruce Soublet provided clarity on how to provide Bylaw feedback to the Chair and staff. Task Force member R. Joseph wanted clarity on purpose of bylaws and Chair Small stated it was to provide direction for the next three years of the Task Force as it was extended for that length of time. Discussion ensued.

Public Comment:

There was no public comment on this item.

6. RECEIVE an update on the Public Records Act request and DISCUSS next steps

City Attorney Bruce Soublet led the discussion on this item. He updated the Task Force on some clarifying information regarding the public records requestor's ask to narrow their scope. He mentioned the requestor did narrow it some. He further added that the City Attorney's Office is responsible for determining what records are exempt as deliberative process documents and that they are up to request #7 in their rolling record requests. Discussion ensued.

Public Comment:

There was no public comment on this item.

I. ADJOURNMENT

A motion was made to extend the meeting for fifteen (15) minutes by R. Joseph; seconded by T. Walker; approved by the following vote:

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Ayes: H. Burks, M. Cantú, R. Joseph, K. Kilian-Lobos, A. Lee, L. Mangels, M. Njissang, J. Schlemmer, D. Small, B. Therriault, T. Walker,

Noes: L. Chacon, D. Gosney,

Abstentions:

Absent: E. Chacon, D. Joseph, J. Lee, A. Soto, L. Whitmore, B.K. Williams

The meeting was adjourned at 7:49 PM.

Draft

City of Richmond - Reimagining Public Safety Community Task Force
Special Meeting held via Zoom: https://richmond.granicus.com/ViewPublisher.php?view_id=38

MINUTES*
WEDNESDAY, APRIL 13, 2022, 5:30 P.M.

**video recording and meeting transcript available*

A. CALL TO ORDER (CHAIR SMALL)

Meeting called to order by Chair Small at 5:33 P.M.

B. ROLL CALL (CITY STAFF)

PRESENT: H. Burks, E. Chacon, L. Chacon, D. Gosney, K. Kilian-Lobos, L. Mangels, M. Njissang, D. Small, T. Walker, L. Whitmore, B.K. Williams

ABSENT: M. Cantú, R. Joseph, A. Lee, J. Lee, J. Schlemmer, A. Soto, B. Therriault

C. AGENDA REVIEW AND ADOPTION (CHAIR SMALL)

Concerns regarding the voting quorum and the need to approve the agenda by quorum were brought up by the Chair and Task Force members.

A motion was made to adopt the agenda as presented by L. Chacon; seconded by H. Burks; approved by the following vote:

Ayes: H. Burks, E. Chacon, L. Chacon, K. Kilian-Lobos, L. Mangels, M. Njissang, D. Small, T. Walker, L. Whitmore, B.K. Williams

Noes: D. Gosney

Abstentions:

Absent: M. Cantú, R. Joseph, A. Lee, J. Lee, J. Schlemmer, A. Soto, B. Therriault

D. MEETING PROCEDURES

E. CITY STAFF REPORTS (VERBAL)

No staff reports.

F. PUBLIC COMMENT

1. Gayle McLaughlin invited the Task Force and the public about an event on April 30th from 10:00 A.M. to 3:00 P.M. regarding the Historic Iron Triangle Neighborhood to kickoff of a comprehensive revitalization initiative she is hosting this with Rebuilding Together. She stated there will be free food, a tiny home exhibit, an opportunity for free home repairs, and more activities at this event.
2. Leisa Johnson requested Task Force members turn on their cameras for the length of the meeting due to concerns regarding active presence in a meeting. She recalled an incident where Council Member Demnlus Johnson in a previous Council meeting had attend several meetings at once.

G. PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS

1. REVIEW and DISCUSS City of Richmond FY 2021-22 Mid-Year Budget Report and Task Force expenditures to-date

Chair Small led the discussion on this item but wanted to discuss item G-1 first.

2. REVIEW, DISCUSS, and APPROVE Task Force meeting schedule

Chair Small led the discussion on this item to meeting biweekly temporarily until the end of June. Task Force member D. Gosney and L. Whitmore raised concerns on voting on this item with many Task Force members

City of Richmond - Reimagining Public Safety Community Task Force

Special Meeting held via Zoom: https://richmond.granicus.com/ViewPublisher.php?view_id=38

absent. Task Force members L. Mangels, H. Burks, and L. Chacon agreed to have more meetings. Further discussion ensued. Due to discussions, Chair Small moved this agenda item to the regular Task Force meeting on April 27, 2022.

Public Comment:

There was no public comment.

3. REVIEW and DISCUSS Task Force presentation schedule to City Council

Chair Small led the discussion on this item. She stated the next presentation is scheduled for the upcoming Tuesday, April 18 and she is presenting this month. She stated she would present on updates about the Community Conversations, Community Crisis Response Program (CCRP), unhoused interventions, and the hiring of Office of Neighborhood Safety (ONS). She asked any additional suggestions for updates be sent to her and recommended scheduling Task Force members to give reports to Council in future meetings. She further mentioned making a new joint document to share notes and updates. Discussion ensued.

Public Comment:

There was no public comment.

4. REVIEW, DISCUSS, and APPROVE Task Force working group structure and membership

Chair Small led the discussion on this item. She recommend the new four working group structures consist of each group focusing on a proposal that was approved in addition to general Task Force work. Chair Small noted that H. Burks was to be the point person for the YouthWorks proposal, R. Joseph would be the point person for the Unhoused Interventions proposal, A. Lee and M. Njissang would be the point persons for ONS proposal. There is also the CCRP proposal. Discussion ensued and included topics such as implementation, evaluation, budget management, and other efforts that are not under a specific proposal such as dispatch. The following working group structure was discussed thus far:

1. Community Based Solutions - will be accountable for managing implementation of Unhoused Intervention programs. Randy Joseph has agreed to serve as point person/liaison for the Working Group whose members include - Eddy Chacon, Tamisha Torres-Walker and Armond Lee
2. Health and Safety - will be accountable for managing implementation of the Community Crisis Response Program (CCRP). Kristin-Killian Lobos has agreed to serve as point person and will be assisted by fellow members B.K. Williams and Laura Mangels.
3. Smart Budget & Finance is now Community Investment and will be accountable for implementation of initiatives involving YouthWorks and the Office of Neighborhood Safety (ONS). Helene Burks has agreed to serve as point person and will be assisted by fellow members Luis Chacon and Marcus Njissang.
4. Police Practices and Accountability will be accountable for implementing initiatives related to the Richmond Police Department (RPD). Members at present include Joey Schlemmer, Linda Whitmore, Ben Therriault, James Lee and Deborah Small

Public Comment:

1. Leisa Johnson wanted staff to provide clarity from the CCRP meeting with City Attorney Bruce Soublet on the Brown Act requirements for the subcommittees/working groups.
2. Sara Cantor responded to Leisa Johnson noting some comments that City Attorney Bruce Soublet clarified that if it was not a fixed meeting and each had a specific purpose, then it was not subject to the Brown Act according to her understanding.

J. ADJOURNMENT

The Task Force took a ten (10) minute recess at 6:05 P.M. and rejoined at 6:15 P.M.

City of Richmond - Reimagining Public Safety Community Task Force

Special Meeting held via Zoom: https://richmond.granicus.com/ViewPublisher.php?view_id=38

PRESENT: H. Burks, E. Chacon, L. Chacon, D. Gosney, K. Kilian-Lobos, L. Mangels, M. Njissang, D. Small, T. Walker, L. Whitmore, B.K. Williams

ABSENT: M. Cantú, R. Joseph, A. Lee, J. Lee, J. Schlemmer, A. Soto, B. Therriault

The meeting was adjourned at 7:50 PM.

Draft

City of Richmond - Reimagining Public Safety Community Task Force
Meeting held via Zoom: https://richmond.granicus.com/ViewPublisher.php?view_id=38

MINUTES*
WEDNESDAY, APRIL 27, 2022, 5:30 P.M.

**video recording and meeting transcript available*

A. CALL TO ORDER

Meeting called to order by Chair Small at 5:34 P.M.

B. ROLL CALL

PRESENT: H. Burks, M. Cantú, L. Chacon, D. Gosney, K. Kilian-Lobos, A. Lee, M. Njissang, J. Schlemmer, D. Small, B. Therriault, T. Walker

ABSENT: E. Chacon, R. Joseph, J. Lee, L. Mangels, A. Soto, L. Whitmore, B.K. Williams

C. AGENDA REVIEW AND ADOPTION

Agenda was approved and no changes were made.

D. MEETING PROCEDURES

E. MINUTES APPROVAL (CHAIR SMALL)

1. APPROVE the minutes of the January 26, 2022, regular meeting of the Reimagining Public Safety Community Task Force

A motion was made to approve the minutes of the January 26, 2022 regular meeting with corrections to staff titles and syntax changes by B. Therriault; seconded by D. Gosney; approved by the following vote:

Ayes: H. Burks, M. Cantú, L. Chacon, D. Gosney, K. Kilian-Lobos, A. Lee, M. Njissang, J. Schlemmer, D. Small, B. Therriault, T. Walker

Noes:

Abstentions:

Absent: E. Chacon, R. Joseph, J. Lee, L. Mangels, A. Soto, L. Whitmore, B.K. Williams

F. CITY STAFF REPORTS (Verbal)

Staff Liaison LaShonda White provided an update regarding Task Force member attendance records for members to be aware of their current attendance status. She also reminded pending Task Force members to respond to the most recent public records request at their earliest convenience and to follow up with staff with any outstanding questions.

Staff Liaison Guadalupe Morales provided an update regarding the pending meeting minutes. She stated that an RFQ for transcription had just closed and will be reviewed to provide transcription services for the Task Force and one other commission to assist with meeting minutes.

G. PUBLIC COMMENT

1. Tamisha Walker, co-founder and executive director of the Safe Return Project, thanked the City of Richmond for recognizing the Safe Return Project's ten years of service and is looking forward for more years of service.

H. PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS

1. **RECEIVE** updates on the status of implementation for Unhoused Interventions and Community Crisis Response Program proposals and **DISCUSS** next steps

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Liaison White provided a brief update. She stated that city staff continued to work on the proposals and issued a RFP for the Community Crisis Response Program on April 15, 2022 and closes on May 20, 2022 with four components in mind such as community engagement and an analysis of program options. Liaison White and Task Force member Kilian-Lobos provided a brief summary and held a discussion on the recent Community Conversations roundtable meeting held in May. Discussion ensued regarding reviewing the RFP, a potential advisory board, attending an upcoming pre-bidder's meeting, and reconnecting with attendees of the recent Community Conversations roundtable.

J. ADJOURNMENT

The meeting was adjourned at 6:23 P.M. due to a loss in quorum.

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REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: June 22, 2022

TO: Members of the Reimagining Public Safety Community Task Force

FROM: LaShonda White, Interim Director of Library and Community Services, Task Force Staff Liaison

SUBJECT: Matrix Consulting Presentation

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will receive a presentation from Matrix Consulting.

RECOMMENDED ACTION:

RECEIVE presentation from Matrix Consulting on a comprehensive study of emergency services in Richmond.

DISCUSSION:

Matrix Consulting is conducting an emergency services analysis in Richmond. The purpose of the study is to evaluate police and fire workloads and service delivery to maximize efficiency in the use of personnel. Community input is an essential part of the development of the plan. The firm is seeking input from members of the task force on their experiences with public safety and opinions on service needs.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: June 22, 2022

TO: Members of the Reimagining Public Safety Community Task Force

FROM: LaShonda White, Interim Director of Library and Community Services, Task Force Staff Liaison

SUBJECT: Richmond Police Department Report

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will receive a report from Acting Chief Tirona.

RECOMMENDED ACTION:

RECEIVE report from Acting Chief Tirona regarding crime and Task Force-related concerns.

DISCUSSION:

Task Force members requested an agenda item to receive updates from Acting Chief Tirona regarding crime and Task Force-related concerns.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: June 22, 2022
TO: Members of the Reimagining Public Safety Community Task Force
FROM: LaShonda White, Interim Director of Library and Community Services, Task Force Staff Liaison
SUBJECT: Task Force Working Group Verbal Updates

STATEMENT OF THE ISSUE:

Existing Task Force working groups will provide verbal updates.

RECOMMENDED ACTION:

RECEIVE reports from current Task Force working groups.

DISCUSSION:

Four (4) working groups were established as part of Task Force for specific purposes (see below). If working groups are still meeting, group members can provide updates on current meetings and work-to-date. The future structure, schedules and membership of these working groups will be discussed in a separate agenda item.

<u>Original Working Groups</u>
1. Smart Budget and Resource Allocation - Focus on budgetary and other resource allocation issues including support for programs such as ONS & Ceasefire, and creating synergy between law enforcement and human services resources.
2. Accountability as Safety - Focus on RPD staffing, training, basic processes for departmental accountability including complaints and misconduct.
3. Health & Safety – Focus on mental and behavioral health, substance abuse, homelessness with an emphasis on public health-oriented approaches that alternatives to traditional law enforcement
4. Community Based Solutions – Focus on alternatives to policing for common problems and areas where we need to meet people’s needs - e.g. mutual aid, housing counseling and assistance, immigration issues, interpersonal disputes, family reconciliation, and other issues that people often turn to police to address that could be better resolved using community solutions.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: June 22, 2022

TO: Members of the Reimagining Public Safety Community Task Force

FROM: LaShonda White, Interim Director of Library and Community Services, Task Force Staff Liaison

SUBJECT: Status of Task Force Working Groups

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will discuss working group structure and membership.

RECOMMENDED ACTION:

REVIEW, DISCUSS, and APPROVE the Task Force working group structure and membership for the next six months

DISCUSSION:

During the April 13, 2022, special Task Force meeting, a discussion ensued regarding the future structure and membership of working groups; however, there was a desire to continue the discussion and make decisions at the next regular meeting. The results of the discussion, in addition to other factors (i.e. number of members, duration of subcommittee, tasks/focus, etc.), will help the City Attorney's Office determine if any of the working groups are subject to the Brown Act.

The original working groups were:

- Smart Budget and Resource Allocation - Focused on budgetary and other resource allocation
- Accountability as Safety - Focused on Richmond Police Department staffing, training, and basic processes for departmental accountability
- Health & Safety – Focused on mental and behavioral health, substance abuse, and homelessness with an emphasis on public health-oriented approaches that were alternatives to traditional law enforcement
- Community Based Solutions - Focused on alternatives to policing for common problems (e.g. mutual aid, housing counseling and assistance, immigration issues)

- Implementation – Focused on implementation of the four (4) intervention programs developed by the Task Force and approved by City Council
 - Unhoused Interventions
 - Community Crisis Response Program (CCRP)
 - YouthWORKS
 - Office of Neighborhood Safety (ONS)

Based on recommendations received during the April 13, 2022 special Task Force meeting, the proposed working group titles, duration, focus, and members are listed below:

- Community Investment (six months) - Accountable for implementation of initiatives involving YouthWorks and the Office of Neighborhood Safety (ONS). Helene Burks has agreed to serve as point person, and other members could include Luis Chacon and Marcus Njissang.
- Police Practices and Accountability (six months) - Accountable for implementing initiatives related to the Richmond Police Department (RPD). Members could include Joey Schlemmer, Linda Whitmore, Ben Therriault, and Deborah Small.
- Health and Safety (six months) - Accountable for managing implementation of the Community Crisis Response Program. Kristin-Killian Lobos has agreed to serve as point person, and other members could include B.K. Williams and Laura Mangels.
- Community Based Solutions (six months) - Accountable for managing implementation of Unhoused Intervention programs. Randy Joseph has agreed to serve as point person, and other members could include Eddy Chacon, Tamisha Torres-Walker and Armond Lee.

Numerous members were not present at the April 13, 2022, special meeting, and therefore, additional people may choose to join proposed groups.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: June 22, 2022

TO: Members of the Reimagining Public Safety Community Task Force

FROM: LaShonda White, Interim Director of Library and Community Services, Task Force Staff Liaison

SUBJECT: Creation of Task Force Bylaws

STATEMENT OF THE ISSUE:

The Task Force will discuss and provide feedback on the draft Task Force bylaws.

RECOMMENDED ACTION:

REVIEW feedback on proposed Task Force bylaws and DISCUSS next steps

DISCUSSION:

The City of Richmond Boards and Commission Handbook ([Handbook](#)) was approved by City Council and contains guidelines and instructions for all City of Richmond Boards and Commission. Members will discuss the potential of creating specific bylaws for the Task Force, which will not be in conflict with information included in the Handbook, but will provide greater clarity where needed.

Chair Small developed draft bylaws for review and consideration by the full Task Force during the March 23, 2022 regular meeting. Task Force members were subsequently provided an opportunity to review and recommend revisions to the draft bylaws prior to the April 27, 2022 regular meeting. The draft bylaws, as well as the feedback received, are being presented for further discussion before revisions are incorporated and submitted to the City Attorney's Office for final review and approval. Final bylaws will be brought back before the Task Force at a subsequent meeting for adoption.

ATTACHMENTS:

1. Draft Reimagining Public Safety Community Task Force Bylaws
2. Feedback on Draft Bylaws

**RICHMOND REIMAGINING PUBLIC SAFETY
COMMUNITY TASK FORCE
By-Laws**

ARTICLE I. NAME, PURPOSE, FUNCTION

- Section 1. *NAME:* The name of this committee shall be the Richmond Reimagining Public Safety Community Task Force (hereinafter “Task Force”).
- Section 2. *PURPOSE:* A joint, community-led task force charged with examining the public safety needs of Richmond residents and communities. Providing recommendations for alternatives to policing and enforcement to reduce conflict, harm, and institutionalization, introduce restorative and transformative justice models, and reduce or eliminate use of fines and incarceration. Develop options to reduce police contacts, stops, arrests, tickets, fines and incarceration and replace these, to the greatest extent possible, with educational, community serving, restorative and other positive programs, policies and systems.
- Section 3. *FUNCTIONS:* The duties of the task force are as follows:
- Conduct comprehensive reviews of existing institutional and community-based public safety and health resources. Identify community safety needs that are not currently being served and provide recommendations for how to add new resources to fill these gaps;
- Conduct listening sessions to ascertain community needs as well as public meetings to discuss community concerns about public safety; gather information and educate the public about existing resources;
- Provide regular reports on action steps and deliverables to all relevant governing bodies.

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Evaluate and make recommendations for the implementation of, or improvements to current and proposed programs that impact public safety to the Richmond City Council.

ARTICLE II. MEMBERSHIP

- Section 1. *MEMBERSHIP.* The Task Force is comprised of 21 members who represent the Richmond community. The Mayor and City Council members each nominated three individuals to be members of the Task Force for a total of twenty-one, which were subsequently approved by the City Council. Current members shall be listed in the written minutes of each meeting.
- Section 2. *VACANCIES.* It was determined that it is within the charter-appointed duties of the Mayor to nominate candidates for appointment to the task force, as is done for the city's boards and commissions. Mayor Butt has reasserted his right to fill vacancies that may occur with approval of the City Council.
- Section 3. *CHAIR & VICE-CHAIR.* The Task Force will elect a chair and vice-chair from the 21 members. The Chair will work with City Staff to develop Task Force agendas, review minutes and facilitate meetings. In the absence of the Chair, the Vice-Chair will assume these accountabilities. The Task Force will elect a Chair and Vice Chair annually until its termination.
- Section 4. *ATTENDANCE.* Members are required to attend all Task Force regular meetings unless excused by the Chair for good reason. Three unexcused absences are grounds for removal. The list of attendees will be recorded as part of the minutes of each meeting. Any member in violation of the attendance policy shall be sent a letter informing them of their automatic removal.

ARTICLE III. MEETINGS

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- Section 1. *Quorum.* A quorum of fifty (50) percent plus one of the Task Force twenty-one (21) members must be present at any regular or specially scheduled meeting in order for the Task Force to engage in formal decision-making. A quorum is defined as more than one-half of the total membership, including vacant seats.
- Section 2. *Proceedings.* Task Force meetings shall be open to the public, in full accordance of the Brown Act. Audio recordings will be kept for all meetings and will be posted on the Task Force website in accordance with the Brown Act and will be a public document.
- Section 3. *Parliamentary Procedure.* Rosenberg's Rules of Order, as published by the League of California Cities, shall be the parliamentary rules of order for Task Force meetings.
- Section 4. *Regular Meetings.* Task Force meetings will occur once a month at a time and place to be determined by the Task Force members. The Task Force may hold meetings more frequently if necessary. Any change in the regular meeting schedule shall be announced at least seventy-two (72) hours in advance.
- Section 5. *Order of Business.* Unless changed as determined by a majority vote of the Task Force, the order of business of any Regular meeting shall be as follows:
1. Roll call
 2. Approval of the Minutes
 3. Open Public Comment (for items relevant to the Task Force, but not on the agenda).
 4. Consideration of Task Force Business/Action Items.
(Public comment specific to each business/action item shall be requested prior to any action being taken on the item.)
 5. New Business (No action if not on agenda.)
 6. Adjournment
- Section 7. *Notice.* Written notice of the time and place of every full Task Force meeting shall be given to members of the Task Force and

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the public at least 72 hours before the time of such meeting, in accordance with the Brown Act.

- Section 8. *Special Meetings.* Special Meetings may be called and scheduled by the Chair or, by seven or more members. The agenda, place and time of such meetings shall be set forth in the meeting notice, at least twenty-four (24) hours before the time of such meeting in accordance with the Brown Act.

ARTICLE IV. VOTING

- Section 1. *Voting.* While the Task Force strives to achieve consensus, the affirmative vote of a majority of the members present shall be required for the approval of any matter. Votes will be taken by roll call vote, and detailed in the minutes.

- Section 2. *Absentee Votes.* Absentee votes shall not be permitted.

ARTICLE V. SUBCOMMITTEES

- Section 1. *Subcommittee Structure.* The Task Force may create working groups and sub-committees as deemed necessary, by a majority vote of the Task Force.

- Section 2. *Committee Membership.* Membership of working groups and subcommittees shall be made up of members of the Task Force.

- Section 3. *Advisory Committees.* Task Force members may create Advisory Committees to support specific working groups or subcommittees. Advisory committee members may include city staff, organizational stakeholders and such other experts as appropriate and/or necessary. No subcommittee, working group or advisory committee may make decisions or act on behalf of the Task Force, except as authorized.

ARTICLE VI. TERMINATION

Section 1. It is anticipated that the Task Force shall complete its mission by the close of FY2024. However, this work is critically important and should be completed with due care and all needed time and attention. In light of that, if at the end of that time, the Task Force has not fully completed its work, the Task Force may by two-thirds vote of the membership add six months to its period of work with approval by City Council.

ARTICLE VII. NON-PARTISAN/NON-DISCRIMINATORY

Section 1. The Task Force shall be non-partisan, shall not support any political party or candidate for public office, and shall not take positions on matters of governmental policy or legislation, except for those relevant to its purposes. The Task Force shall not directly or indirectly participate or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.

Section 2. The Task Force shall not discriminate on the basis of race, sex, color, national origin, religion, gender, sexual orientation, age, gender identity or disability.

ARTICLE VIII. AMENDMENTS

Section 1. These by-laws may be amended at any regular meeting of the Task Force by a two-thirds vote of those members present, providing that a notice of the proposed amendment shall be distributed to all members at least ten days prior to the meeting.

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DON GOSNEY COMMENTS

COMMENT:

Since most of these by-laws are already included in the Brown Act, Rosenberg’s Rules of Order and the City’s Handbook of Committees and Commissions, how necessary is it for the Task Force to establish their own by-laws?

When this draft is discussed, the individual items of concern should be addressed seriatim and not as a group. Each item has its own merits (and flaws).

ARTICLE I. NAME, PURPOSE, FUNCTION

Section 1. *NAME:* The name of this committee shall be the Richmond Reimagining Public Safety Community Task Force (hereinafter “Task Force”).

Section 2. *PURPOSE:* A **joint [I-2(a)]**, community-led task force charged with examining the public safety needs of Richmond residents and **communities [I-2(b)]**. Providing recommendations for alternatives to policing and enforcement to reduce conflict, harm, and institutionalization, introduce restorative and transformative justice models, and **reduce or eliminate use of fines and incarceration [I-2(c)] [I-2(e)]**. Develop options to reduce police contacts, stops, arrests, tickets, fines and incarceration and replace these, to the greatest extent possible, with educational, community serving, restorative and other positive programs, policies and systems **[I-2-(d)], [I-2(f)]**

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COMMENTS:

I-2(a) “Joint”? Who is the Task Force partnered with? His reference needs clarification.

I-2(b) What “communities”? This reference needs definition and explanation.

I-2(c) The Task Force’s scope seems to have been expanded beyond what the Council approved when the Task Force was created. The Task Force needs to revisit the very specific language used when the Council created the Task Force. If the Council specifically created the scope of the Task Force, does the Task Force have the authority to expand that scope?

[The specific language of the motion to create the Task Force:

MOTION TO CREATE REIMAGINING TASK FORCE

06.30.20

TRANSCRIPT

COUNCILMEMBER JAEL MYRICK

It was to direct staff to prepare a plan to transition from Richmond’s current community policing model, to a plan conducive to reduce police force and return to Council with a preferred policing model, and a plan for implementation by the end of the fiscal year.

And to create a transition accountability task force of the public, to advise staff during that process. And that that task force would have access to legally allowable

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data, and to legal questions from the City Attorney's office. And that task force would have standing meetings with the City Manager.

And I was going to say the Police Chief, because originally ... or someone from the Police Department, I should say, and require that that task force ... I won't say it would be convening within two weeks, because it sounds like that's going to be a little more complicated, but they still will have to report back to the Council by September 15th, 2020, and then monthly.

COUNCILMEMBER EDUARDO MARTINEZ

Would you accept a friendly amendment of including community groups such as Safe Return Project RYSE Center?

COUNCILMEMBER Jael Myrick

Yeah. I was trying to avoid getting specific, but yeah, we could say it includes, but it's not limited to members of the Richmond police ... Community Police Review Commission, Office of Neighborhood Safety, Safe Return Project and the RYSE Center as well as the Police Department.

COUNCILMEMBER MELVIN WILLIS

And even the County?

COUNCILMEMBER Jael Myrick

Yeah, and even the County.

COUNCILMEMBER MELVIN WILLIS

And part of that motion was just allowing the task force to have access to legally available public data, and just general legal consultation. Sorry, I didn't capture that. It was a long one. You're doing good Councilmember Myrick, thank you.

COUNCILMEMBER Jael Myrick

It was a long one.

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COUNCILMEMBER MELVIN WILLIS

You're doing good.

COUNCILMEMBER JAELE MYRICK

Yeah, so we could accommodate that, that's fine.

MAYOR TOM BUTT

Okay. Now, let's call the roll vote please.

PAM CHRISTIAN

Vice Mayor Bates?

VICE MAYOR NAT BATES

No.

PAM CHRISTIAN

Councilmember Choi?

COUNCILMEMBER BEN CHOI

Yes.

PAM CHRISTIAN

Councilmember Johnson?

COUNCILMEMBER DEMNLUUS JOHNSON

Yes.

PAM CHRISTIAN

Councilmember Martinez?

COUNCILMEMBER EDUARDO MARTINEZ

Yes.

PAM CHRISTIAN

Councilmember Myrick?

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COUNCILMEMBER JAELE MYRICK

Yes.

PAM CHRISTIAN

Councilmember Willis?

COUNCILMEMBER MELVIN WILLIS

Yes.

PAM CHRISTIAN

And Mayor Butt?

MAYOR TOM BUTT

I'm going to vote, no. And I think the other thing is that I'm going to take up Vice Mayor Bates' advice that I don't think we need two bodies doing this. So, I'm going to disband the ad hoc committee, and let the task force redesign the police department.

PAM CHRISTIAN

And the motion passes with Vice Mayor Bates, and Mayor Butt voting no.

I-2(d) This task force is purely advisory and has no authority to take action on behalf of the City. The Task Force can make recommendations but the language here needs to be specific so there is no confusion or ambiguity as to the authority that the Task Force has.

I-2(e) Isn't it the State that determines what is against the law and what the punishment for breaking those laws will be? Is it the intent of this Task Force to direct the Richmond Police Department about which laws they should not enforce or which persons they should give a pass to? Since sworn police

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officers take an oath to uphold the laws of California, does the Task Force have the authority to reprioritize which laws should be enforced? Does the Task Force have the authority to direct the judicial system which cases should be heard and the punishments meted out by the courts?

I-2(f) This reads like a list but its written as if the items are sentences. His section should be redrafted so it's either a list of items or the sentences are complete sentences and make sense.

Section 3. *FUNCTIONS:* The duties of the task force are as follows:

Conduct comprehensive reviews of existing institutional and community-based public safety and health resources. Identify community safety needs that are not currently being served and provide recommendations for how to add new resources to fill these gaps; **[I-3(a)]**

COMMENT:

I-3(a) Is it the responsibility of the Task Force to find new resources to fund the solutions to the “community needs” or should it be the responsibility of the elected City Council?

Conduct listening sessions to ascertain community needs as well as public meetings to discuss community concerns about public safety; gather information and educate the public about existing resources; **[I-3(b)]**

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COMMENT:

I-3(b) Include language that would require the Task Force to actually listen to members of the community at these “listening sessions”.

Provide regular reports on action steps and deliverables to all relevant governing bodies. [I-3(c)]

COMMENT:

I-3(c) Specify what governing bodies other than the City Council that this Task Force reports to.

Evaluate and make recommendations for the implementation of [I-3(d)] public safety to the Richmond City Council.

COMMENT:

I-3(d) Remove comma.

ARTICLE II. MEMBERSHIP

Section 1. *MEMBERSHIP.* The Task Force is comprised of 21 members who represent the Richmond community. The Mayor [II-1(a)] and City Council members each nominated three individuals to be members of the Task Force for a total of twenty-one, which were subsequently approved by the City

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Council. [II-1(b)] Current members shall be listed in the written minutes of each meeting. [II-1(c)]

COMMENTS:

II-1(a) The Mayor is a member of the City Council so this reference should not make a distinction between the two elected offices.

II-1(b) Amend the second sentence to as follows so it reflects the policy of the Council: “Members of the Task Force are nominated by individual members of the City Council, appointed by the Mayor with the appointments approved by a majority of the Council.”

II-1(c) Maintain a current list of the Task Force members on the Task Force web site as well.

Section 2. *VACANCIES.* It was determined that it is within the charter-appointed duties [II-2(a)] of the Mayor to nominate candidates [II-2(b)] [II-2(c)] for appointment to the task force, as is done for the city’s [II-2(d)] boards and commissions. Mayor Butt has reasserted his right to fill vacancies that may occur with approval of the City Council.

COMMENTS:

II-2(a) This language suggests there was a question on who had the authority to appoint members to the Task Force, there

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was an investigation with a follow-up ruling—which was not the case. Remove this text.

II-2(b) The Mayor appoints people to the Task Force and these appointments must be approved by the Council.

II-2(c) These are not candidates—they are applicants.

II-2(d) In cases like this where the reference is to the City of Richmond as opposed to a generic city, “City” is capitalized.

Section 3. *CHAIR & VICE-CHAIR.* The Task Force will elect a chair and vice-chair from the 21 members. The Chair will work with City Staff to develop Task Force agendas, review minutes and facilitate meetings. In the absence of the Chair, the Vice-Chair will assume these accountabilities. The Task Force will elect a Chair and Vice Chair annually until its termination. **[II-3(a)]**

COMMENT:

II-3(a) When will the elections be held?

Section 4. *ATTENDANCE.* Members are required to attend all Task Force regular meetings unless excused by the Chair for good reason. **[II-4(a)]** Three unexcused absences **[II-4(b)]** are grounds for removal. The list of attendees will be recorded as part of the minutes of each meeting. Any member in violation of the attendance policy shall be sent a letter informing them of their automatic removal. **[II-4(c)] [II-4(d)]**

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COMMENTS:

II-4(a) What constitutes an excused/unexcused absence?

II-4(b) Three absences over what period?

II-4(c) A letter should be sent out well in advance of any removal as well as notifying the Task Force member of the removal. The Task Force should find way of keeping people on the Task Force instead of giving the appearance of finding ways to remove them from this Task Force.

II-4(d) Why are Task Force members NOT required to attend special called meetings of the Task Force? Are these special called meets of less importance?

ARTICLE III. MEETINGS

Section 1. *Quorum.* A quorum of fifty (50) percent plus one of the Task Force Force's [III-1(a)] twenty-one (21) members must be present at any regular or specially scheduled meeting in order for the Task Force to engage in formal decision-making. A quorum is defined as more than one-half of the total membership, including vacant seats.

COMMENT:

III-1(a) Pluralize the word "Force".

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Section 2. *Proceedings.* Task Force meetings shall be open to the public, in full accordance ~~of~~ with [III-2(a)] the Brown Act. Audio Audio and Video [III-2(b)] recordings will be kept for all meetings and will be posted on the Task Force website in accordance with the Brown Act [III-2(c)] and will be a public document.

COMMENTS:

III-2(a) Replace “of” with “with:”.

III-2(b) Replace “Audio” with “Audio and video”.

III-2(c) Should the reference to The Brown Act be removed? Since the Brown Act was passed in 1953 it does not always keep up with the advancements of technology. Video recordings are the norm today but were not existent in 1953.

Section 3. *Parliamentary Procedure.* Rosenberg's Rules of Order, as published by the League of California Cities, shall be the parliamentary rules of order for Task Force meetings.

Section 4. *Regular Meetings.* Task Force meetings will occur once a month at a time and place to be determined by the Task Force members. The Task Force may hold meetings more frequently if necessary. Any change in the regular meeting schedule shall be announced at least seventy-two (72) hours in advance. [III-4(a)]

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COMMENT:

III-4(a) Who has the authority to change the date and time of the meetings?

Section 5. *Order of Business.* Unless changed as determined by a majority vote of the Task Force, the order of business of any Regular meeting shall be as follows:

1. Roll call
2. Approval of the Minutes
3. Open Public Comment (for items relevant to the Task Force, but not on the agenda).
4. Consideration of Task Force Business/Action Items. (Public comment specific to each business/action item shall be requested prior to any action being taken on the item.)
5. New Business (No action if not on agenda.)
6. Adjournment

Section 7. *Notice.* Written notice of the time and place of every full Task Force meeting shall be given to members of the Task Force and the public at least 72 hours before the time of such meeting, in accordance with the Brown Act. **[III-7(a)]**

COMMENT:

III-7(a) For more fluid flow, relocate the end of the paragraph to the beginning:

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“In accordance with the Brown Act, written notice of the time and place of every full Task Force meeting shall be given to members of the Task Force and the public at least 72 hours before the time of such meeting.”

Section 8. *Special Meetings*. **[III-8(a)]** Special Meetings may be called and scheduled by the Chair or, by seven or more members. The agenda, place and time of such meetings shall be set forth in the meeting notice, at least twenty-four (24) hours before the time of such meeting in accordance with the Brown Act. **[III-7(b)]**

COMMENT:

III-8(A) What would be the basis of a Special Meeting? Normally a Special meeting is called when there is an item with critical timing involved. What kind of item covered by this Task Force might fall under that category?

III-8(b) When such a small group has the authority to call a special meeting with only 24 hours notice, this is ripe for the small group to hijack the Task Force and act on items possibly without a full representation of the Task Force. This Task Force is far from unanimous on the issues and this item comes across as if it were designed to circumvent the democratic purposes. What kind of emergency would require a Special Meeting with only 24 hours notice?

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ARTICLE IV. VOTING

Section 1. *Voting.* While the Task Force strives to achieve consensus, the affirmative vote of a majority of the members present **[IV-1(a)]** shall be required for the approval of any matter. Votes will be taken by roll call vote, and detailed in the minutes.

COMMENT:

IV-1(a) Rosenberg's Rules call for a majority of possible members to approve any action—NOT just those present.

Section 2. *Absentee Votes.* Absentee votes shall not be permitted.

ARTICLE V. SUBCOMMITTEES

Section 1. *Subcommittee Structure.* The Task Force may create working groups and sub-committees as deemed necessary, by a majority vote of the Task Force. **[V-1(a)]**

COMMENT:

V-1(a) For more fluid flow, relocate the end of the paragraph to the beginning:

“By a majority vote of the Task Force the Task Force may create working groups and sub-committees as deemed necessary.”

Section 2. *Committee Membership.* Membership of working groups and subcommittees shall be made up of members of the Task Force.

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Advisory Committees. Task Force members [IV-2(a)] may create Advisory Committees to support specific working groups or subcommittees.

COMMENTS:

V-2(a) “Task Force members”? Is this ‘two or more’ Task Force members or a ‘majority’ of the Task Force members?

Section 3. Advisory committee members may include city staff, organizational stakeholders and such other experts as appropriate and/or necessary. No subcommittee, working group or advisory committee may make decisions or act on behalf of the Task Force, except as authorized. [V-3(a)]

COMMENT:

V-3(a) This sounds like individual Task Force members may be creating a Task Force within a Task Force—adding persons not appointed by the City Council.

ARTICLE VI. TERMINATION

Section 1. It is anticipated that the Task Force shall complete its mission by the close of FY2024. However, this work is critically important and should be completed with due care and all needed time and attention. In light of that, if at the end of that time, the Task Force has not fully completed its work, the Task Force may by two-thirds vote of the membership add six

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months to its period of work with approval by City Council.
[VI-1(a)]

COMMENT:

VI-1(a) **ONLY** the City Council can extend the life of the Task Force. Likewise, the Council may choose, at their convenience, to terminate the Task Force at any time deemed appropriate to their whims.

Suggest the replacement of this entire section with the following text:

“The City Council shall determine when the work of this Task Force has concluded and will have sole authority to either extend the duration of the Task Force or to terminate it’s work.”

ARTICLE VII. NON-PARTISAN/NON-DISCRIMINATORY

Section 1. The Task Force shall be non-partisan, shall not support any political party or candidate for public office, and shall not take positions on matters of governmental policy or legislation, except for those relevant to its purposes. The Task Force shall not directly or indirectly participate or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.

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Section 2. The Task Force shall not discriminate on the basis of race, sex, color, national origin, religion, gender, sexual orientation, age, gender identity or disability. **[VII-2(a)]**

COMMENT:

VII-2(a) This is meaningless as long as Task Force members feel and act contrary to these words. There have been numerous incidents of comments made that conflict with this section made towards Task Force members as well as staff. Task Force members have walked away from this Task Force because of the lack of civility and attitude towards persons who may have opposing opinions or the gender or color of their skin does not match what the preferences of other Task Force members. [See video of meeting of 02.23.22 where a Task Force member objected to the face of a White Man being seen on the screen.

ARTICLE VIII. AMENDMENTS

Section 1. These by-laws may be amended at any regular meeting of the Task Force by a **two-thirds [VIII-1(a)]** vote of those members present, providing that a notice of the proposed amendment shall be distributed to all members at least ten days prior to the meeting.

COMMENT:

VIII 1(a) Normal procedure requires only a simple majority. Rosenberg's Rules allows for a supermajority to be required under specific situations but amending the By-Laws is not one

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of them. Getting 14 Task Force members to agree on a By-Law amendment is overly burdensome. This Article should revert to the standard of a simple majority for passage and it should follow the same rules for what constitutes a majority as any other vote as covered by Rosenberg's Rules.