

CITY OF RICHMOND
Reimagining Public Safety Community Task Force

Wednesday, October 26, 2022 5:30 PM

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

This meeting is accessible to people with disabilities*



Members:

Bischoff, Steve
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
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 September 28, 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 an update from the City Attorney's Office on Public Records Act requests
 - 2. RECEIVE an update from Matrix Consulting regarding the comprehensive study of emergency services in Richmond
 - 3. DISCUSS and CONFIRM meeting dates for the months of November and December due to the major holiday season
 - 4. DISCUSS and APPROVE future community forums
 - 5. REVIEW, DISCUSS, and APPROVE the Task Force working group structure and membership
 - 6. RECEIVE an update on the resolution of the Rydin Road encampment, including the status of relocation of former residents
 - 7. REVIEW feedback on proposed Task Force bylaws and DISCUSS next steps
- I. Action Item Recap**
- J. Adjournment**

Scheduled Meetings:

- Report to City Council - Tuesday, November 15, 2022
- General Meeting - Wednesday, November 23, 2022

CITY OF RICHMOND

Reimagining Public Safety Community Task Force

Wednesday, October 26, 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, SEPTEMBER 28, 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: S. Bischoff, H. Burks, M. Cantú, E. Chacon, L. Chacon, D. Gosney, R. Joseph, K. Kilian-Lobos, A. Lee, L. Mangels, M. Njissang, D. Small, B. Therriault, T. Walker, L. Whitmore

ABSENT: J. Schlemmer, A. Soto, B.K. Williams

R. Joseph joined at 5:38 P.M. E. Chacon joined at 5:40 P.M. T. Walker joined at 5:45 P.M. E. Chacon left at 6:27 P.M. L. Chacon left at 7:45 P.M.

STAFF PRESENT: LaShonda White, Guadalupe Morales, Stephanie Ny, Alison Flowers, Tamara Walker, Lina Velasco, Jesus Morales, Michelle Milam

C. AGENDA REVIEW AND ADOPTION

The agenda was adopted as presented.

D. MEETING PROCEDURES

E. MINUTES APPROVAL

1. APPROVE the minutes of the June 22, 2022 regular meeting of the Reimagining Public Safety Community Task Force

A motion was made to adopt the June 22, 2022 regular meeting minutes by H. Burks; seconded by L. Whitmore; approved by the following vote:

Ayes: H. Burks, D. Gosney, R. Joseph, K. Kilian-Lobos, A. Lee, L. Mangels, M. Njissang, D. Small, B. Therriault, L. Whitmore

Noes:

Abstentions: S. Bischoff, M. Cantú, L. Chacon

Absent: E. Chacon, J. Schlemmer, A. Soto, T. Walker, B.K. Williams

2. APPROVE the minutes of the July 27, 2022 regular meeting of the Reimagining Public Safety Community Task Force

A motion was made to adopt the July 27, 2022 regular meeting minutes pending a minor revision by R. Joseph; seconded by M. Cantú; approved by the following vote:

Ayes: S. Bischoff, H. Burks, M. Cantú, E. Chacon, D. Gosney, R. Joseph, K. Kilian-Lobos, A. Lee, L. Mangels, M. Njissang, D. Small, B. Therriault, L. Whitmore

Noes:

Abstentions: L. Chacon

Absent: J. Schlemmer, A. Soto, T. Walker, B.K. Williams

F. CITY STAFF REPORTS (Verbal)

City of Richmond - Reimagining Public Safety Community Task Force

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

City Attorney Alison Flowers gave a brief update on the Public Records Request (PRA). She is working on completing those requests to have them ready for an upcoming meeting discussion.

G. PUBLIC COMMENT

1. John Knox wished to speak on a different agenda item.
2. Jessi Taran spoke about being evicted from the Rydin Road and her experience checking out the transitional facility that is thirty-five miles away from Richmond. She noted the rules were strict and made her feel punitive. She stated Richmond needs to create a different option.
3. Daniel Barth from SOS! Richmond wanted to alert the Community about the ending of its first year contract on November 30 and wanted to encourage folks to help it extend it for another year. He hopes the Task Force can continue to support SOS! Richmond in its safety, employment, and housing efforts.

H. PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS

1. RECEIVE a presentation from Urban Strategies regarding the Community Crisis Response Program

David Harris (davidh@urbanstrategies.org) from Urban Strategies hosted a presentation detailing various models of response teams in cities/counties like Oakland, Alameda, Antioch, Cambridge, Massachusetts, and Eugene, Oregon. He discusses statistics for some of the models including the CAHOOTS program in Eugene, Oregon and also touched on essential elements needed for community response. He elaborated on contract details that Urban Strategies has with the City of Richmond and pointed out key elements that the community would need to consider such as staffing, program structure, county integration, and other decision points. Anne Janks (annej@urbanstrategies.org) was available for questions with the Task Force members. She also shared a video on the CAHOOTS program (Link: <https://bit.ly/3VLTm1p>). Discussion and feedback ensued.

Public Comment:

1. Jessi Taran mentioned her father was a psychologist and that vicious behavior is rooted in fear. She stated in order to deal with a vicious person, you need to make them feel safe and address their fears. She has dealt with reactive people and been able to take away weapons like this. She would like to contact David Harris to share ideas on how to address homelessness issues.
 2. O'Neill Fernandez mentioned he was an Outreach Team Leader for SOS! and highlighted a recent cleanup event in Parchester/El Sobrante that was successful. He also mentioned they were able to bring out showers for the encampments as well. He commended the efforts of SOS! in Richmond.
- ### 2. RECEIVE a presentation from the Deputy Community Services Director - Employment and Training regarding YouthWorks

Deputy Director of Community Services - Employment and Training Tamara Walker hosted a presentation on the Youth Experience Program updates. She provided updates and details on some of their year-round programs such as the Work Experience program (WEX). She highlighted on the Fiscal Year (FY) 2021-2022 outcomes that totaled in 664 youth applications submitted, 375 youth intakes complete, and 227 youth employed. Deputy Director Walker shared the program's goals for FY 2022-2023 which are to hire additional support staff, employ 500 youth, provide more transitional employment opportunities, and to create more youth development programs for younger youth (16-18 years). She also touched on the program's FY 2022-2023 budget. Discussion ensued.

Public Comment:

1. Jessi Taran commended the Youth Work Experience program and encouraged a similar program for adults.
- ### 3. RECEIVE an update on the status of the Rydin Road encampment

City of Richmond - Reimagining Public Safety Community Task Force

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

Director of Community Development Lina Velasco and Housing Manager Jesus Morales presented for this agenda item. She provided a brief overview of the Richmond City Council's recent actions to sunset the encampment and detailed the approach to sunset an encampment such as completing a resident assessment, drafting and approving a Transition Plan with Service Providers and residents, and working with the residents to execute the plan. She provided a status update on twenty-eight participants (totaling twenty-three households) enrolled at Rydin Road with six transitions completed, fourteen transition plans approved, and three plans under development. Five participants had no transition plan and three had transitions with no plan. Director Velasco is continuing to work in completing these plans. Discussion ensued.

Public Comment:

1. A.M. Jenkins expressed her frustration with the City of Richmond that she was not able to move to the Castro Encampment from a prior approved transition plan by her provider, Vanessa Calloway, where several of her family members are located. She noted she has no other options at this time and has two days to get her cars fixed before then and is also waiting on getting a new transition plan approved.
2. Jessi Taran stated she went to visit the transitional housing facility in Pittsburg and noted it was very strict was not allowed to have her autistic daughter visit her and it was small bed for her, her partner, and two large dogs and so she declined the room. She feels like Richmond is trying to push her out and also needs her bus fixed before she can transition out.
3. John Knox commended the work of SOS! On Rydin Road since he has been at the encampment. He noted Daniel Barth has been there to engage the residents and has helped improve his quality of life.
4. Sara Cantor wanted to lift up the stories of the residents at Rydin Road who have not been able to leave. She urged City staff to be able to help these residents due to their circumstances and to provide more options for them to ensure a good transition plan that works for them.
5. Randy Scott is an employee of SOS! for a few years and has had his hours cut back due to the budget and subsequently are not able to get their job done. He urged everyone to help him keep their jobs and keep the funding going for the program.

I. ADJOURNMENT

At 7:24 P.M., a motion was made to extend to meeting until end of agenda item H-3 by R. Joseph; seconded by H. Burks; approved by the following vote:

Ayes: S. Bischoff, H. Burks, M. Cantú, L. Chacon, D. Gosney, R. Joseph, K. Kilian-Lobos, A. Lee, L. Mangels, M. Njissang, D. Small, B. Therriault, L. Whitmore

Noes:

Abstentions:

Absent: E. Chacon, J. Schlemmer, A. Soto, T. Walker, B.K. Williams

The meeting was adjourned at 7:47 P.M.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: October 26, 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: Public Records Act Requests

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will receive an update from the City Attorney's Office on Public Records Act requests.

RECOMMENDED ACTION:

RECEIVE an update from the City Attorney's Office on Public Records Act requests

DISCUSSION:

Several Public Records Act requests have been made pertaining to task force members. The City Attorney's Office (CAO) is responsible for ensuring these requests are fulfilled. CAO will provide an update on the status of the requests and responses received from task force members.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: October 26, 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 Update

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will receive an update from Matrix Consulting.

RECOMMENDED ACTION:

RECEIVE an update from Matrix Consulting regarding the 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. At the June 22, 2022, regular meeting of the Reimagining Public Safety Task Force, the firm provided a presentation and received input from members of the task force on their experiences with public safety and opinions on service needs. Matrix Consulting will provide a brief update on the status of the study and may return at a future Task Force meeting to present preliminary findings.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: October 26, 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: Holiday Meeting Schedule

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will discuss and confirm the meeting dates for the months of November and December.

RECOMMENDED ACTION:

DISCUSS and CONFIRM meeting dates for the months of November and December due to the major holiday season

DISCUSSION:

The November general meeting of the Reimagining Public Safety Task Force is scheduled for Wednesday, November 23, 2022, at 5:30 pm. The December general meeting of the Reimagining Public Safety Task Force is scheduled for Wednesday, December 28, 2022, at 5:30 pm.

The task force may wish to consider canceling or rescheduling these meeting dates due to the holiday season.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: October 26, 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: Future Community Forums

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will discuss and approve future community forums.

RECOMMENDED ACTION:

DISCUSS and APPROVE future community forums

DISCUSSION:

The chair requested an agenda item to discuss and approve future community forum topics to keep the community informed about the work of the task force.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: October 26, 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

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 the discussion and 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 and the Task Force may engage in further discussion regarding the structure and membership of existing and/or proposed working groups.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: October 26, 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: Rydin Road Encampment Update

STATEMENT OF THE ISSUE:

The Reimagining Public Safety Community Task Force will receive an update on the status of the Rydin Road encampment.

RECOMMENDED ACTION:

RECEIVE an update on the resolution of the Rydin Road encampment, including the status of relocation of former residents

DISCUSSION:

Chair Small requested an agenda item to receive an update on the status of the Rydin Road encampment, including the status of the relocation of former residents. City staff, along with service providers, will provide an update. A brief overview of the Rydin Road encampment is provided below.

The Rydin Road Vehicle Encampment was scheduled to sunset at the end of December 2021; however, prior to the planned sunset date, the City Council determined that additional time was needed to help transition residents to alternative housing options based on input received from the encampment residents.

On March 16, 2021, the City Council approved a sole source contract in the amount of \$560,000 with the Housing Consortium of the East Bay (HCEB) to provide on-site management, housing navigation, security, and certain sanitation services through subcontractor, Safe Organized Spaces (SOS) Richmond. The contract with HCEB was later amended to provide funding for a subcontract with Collaborising, \$200,000 to support the development and implementation of Rydin Road Transitional Plans, and \$50,000 for flex funds.

In addition to the resources allocated to outside entities, the City invested a significant amount of staffing resources from various City departments including Community Development, Fire,

Abatement, Police, Parking Enforcement, Streets, Code Enforcement, and City Manager's Office.

The City of Richmond also works with Contra Costa County to provide services to the unhoused population at Rydin and city-wide. Richmond and City of San Pablo fund and share a dedicated Contra Costa County C.O.R.E. team in which Richmond pays for three (3) days of service, and San Pablo pays for two (2) days. There is also a West County C.O.R.E. team that is paid for by the Contra Costa County and provides services to all West County jurisdictions. The Rydin Road site was mostly served by the Richmond/San Pablo C.O.R.E team; however, the West County team provided additional support, as needed to Rydin residents.

The Contra Costa County C.O.R.E. program works to engage and stabilize homeless individuals living outside through consistent outreach to facilitate and/or deliver health and basic need services and secure permanent housing. C.O.R.E. teams serve as an entry point into Contra Costa's coordinated entry system for unsheltered persons and work to locate, engage, stabilize, and house chronically homeless individuals and families.

Agenda items regarding the Rydin Road encampment went before City Council on March 16, 2021, December 7, 2021, June 28, 2022, August 1, 2022, and most recently on September 20, 2022. Please view City Council agenda documents at <https://www.ci.richmond.ca.us/151/Council-Agenda-Documents> and the City's website at <https://www.ci.richmond.ca.us/4212/Unhoused-Interventions> for more information.



REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE

DATE: October 26, 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.

DRAFT

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

DRAFT

- 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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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 Jael 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 DEMNUS 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 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.