

CITY OF RICHMOND  
**Reimagining Public Safety Community Task Force**

Wednesday, January 24, 2024 5:30 PM

Bermuda Room, Richmond Memorial Auditorium, 403 Civic Center Plaza, Richmond, CA 94804

*All Task Force members, staff, and visitors must enter the building from Nevin Avenue.*

*Maps are attached to the agenda packet.*

**This meeting is accessible to people with disabilities\***



**Members:**

Bischoff, Steve

Burks, Helene

Cantú, Marisol

Chacon, Luis

Gliksohn, Michael

Gosney, Don

Joseph, Randy

Kilian-Lobos, Kristin

Lee, Armond

Murray, Lea

Njissang, Marcus

Pursell, Jamin

Schlemmer, Joey

Small, Deborah

Therriault, Ben

Walker, Tamisha

Whitmore, Linda

Williams, B.K.

Vacant (3)

***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 - 5:30 PM**

**B. Roll Call - 5:35 PM**

**C. Agenda Review and Adoption - 5:40 PM**

**D. Meeting Procedures - 5:43 PM**

**E. Minutes Approval - 5:45 PM**

1. APPROVE the minutes of the October 25, 2023 meeting of the Reimagining Public Safety Community Task Force

**F. City Staff Reports (Verbal) (Public comment allowed under Public Comments) - 5:50 PM**

**G. Public Comments - 5:55 PM**

**H. Presentations, Discussions, & Action Items - 6:00 PM**

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

1. RECEIVE a proposal for the Community Crisis Response Program Community Advisory Board from the Task Force's Community Advisory Board working group and APPROVE recommendations to City Council - **6:00 PM**
2. DISCUSS the status of all Task Force recommendations and proposals, including YouthWORKS, Office of Neighborhood Safety, Unhoused Interventions, and Policing Practices - **6:45 PM**
3. DISCUSS the early sunset of the Reimagining Public Safety Community Task Force and APPROVE recommendations and report to City Council - **7:15 PM**
4. DISCUSS and APPROVE an assignment and substitute for the City Council monthly report for February 2024 - **7:25 PM**

**I. Action Item Recap - 7:25 PM**

**J. Adjournment - 7:30 PM**

**Scheduled Meetings:**

- Report to City Council - Tuesday, February 20, 2024
- General Meeting - Wednesday, February 28, 2024

CITY OF RICHMOND

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Staff:

LaShonda White (510) 620-6828 [lashonda\\_white@ci.richmond.ca.us](mailto:lashonda_white@ci.richmond.ca.us)

Stephanie Ny (510) 620-6563 [stephanie\\_ny@ci.richmond.ca.us](mailto:stephanie_ny@ci.richmond.ca.us)

Guadalupe Morales (510) 620-6553 [guadalupe\\_morales@ci.richmond.ca.us](mailto:guadalupe_morales@ci.richmond.ca.us)

**Message from the City Clerk**

In response to the COVID-19 pandemic, the California Legislature enacted Assembly Bill 361 (AB 361) which bypassed certain Brown Act requirements to allow teleconference/virtual meetings during the period in which the California Governor's declaration of a statewide emergency remained in effect. This emergency declaration is set to expire on February 28, 2023. Once this statewide emergency is lifted, cities can no longer rely on AB 361 to bypass the regular Brown Act teleconferencing rules. The California legislature also enacted AB 2449, which provides for very complex and restrictive alternative teleconference procedures:

1. At least a quorum of the members of the legislative body must participate in person from a singular physical location identified on the agenda, which location will be open to the public and within the boundaries of the local agency;
2. A member may only teleconference for publicly disclosed "just cause" or in "emergency circumstances" approved by the legislative body; and
3. A member may only teleconference for a limited number of meetings.

Since AB 361 will no longer allow for members of boards and commissions to remotely participate in meetings and AB 2449's requirements will rarely allow for members to participate remotely, please plan on attending all meetings in person beginning on March 1, 2023.

The City of Richmond will allow for members of the public to participate in person and remotely when attending the Richmond City Council, Richmond Housing Authority, Successor Agency to the Richmond Community Redevelopment Agency, and Planning Commission meetings. Given technology constraints and staffing issues, all other boards, commissions, and committees will not have a remote public participation option at this time. Members of the public are welcome to attend meetings in person to listen and to provide public comment. We are still sorting through significant staffing and technology issues to accommodate remote public participation for all meetings.

An option the City Manager is including in the Mid-Year Budget for the City Council's consideration, contains an additional budget allocation to support expanded training, equipment, and hiring in IT, City Clerk, and City Attorney's Departments for enhanced hybrid capacity.

We will keep you updated as we progress, and we thank you for your patience.

Reimagining Public Safety Community Task Force Meetings  
Bermuda Room  
Richmond Memorial Auditorium  
403 Civic Center Plaza, Richmond, CA 94804

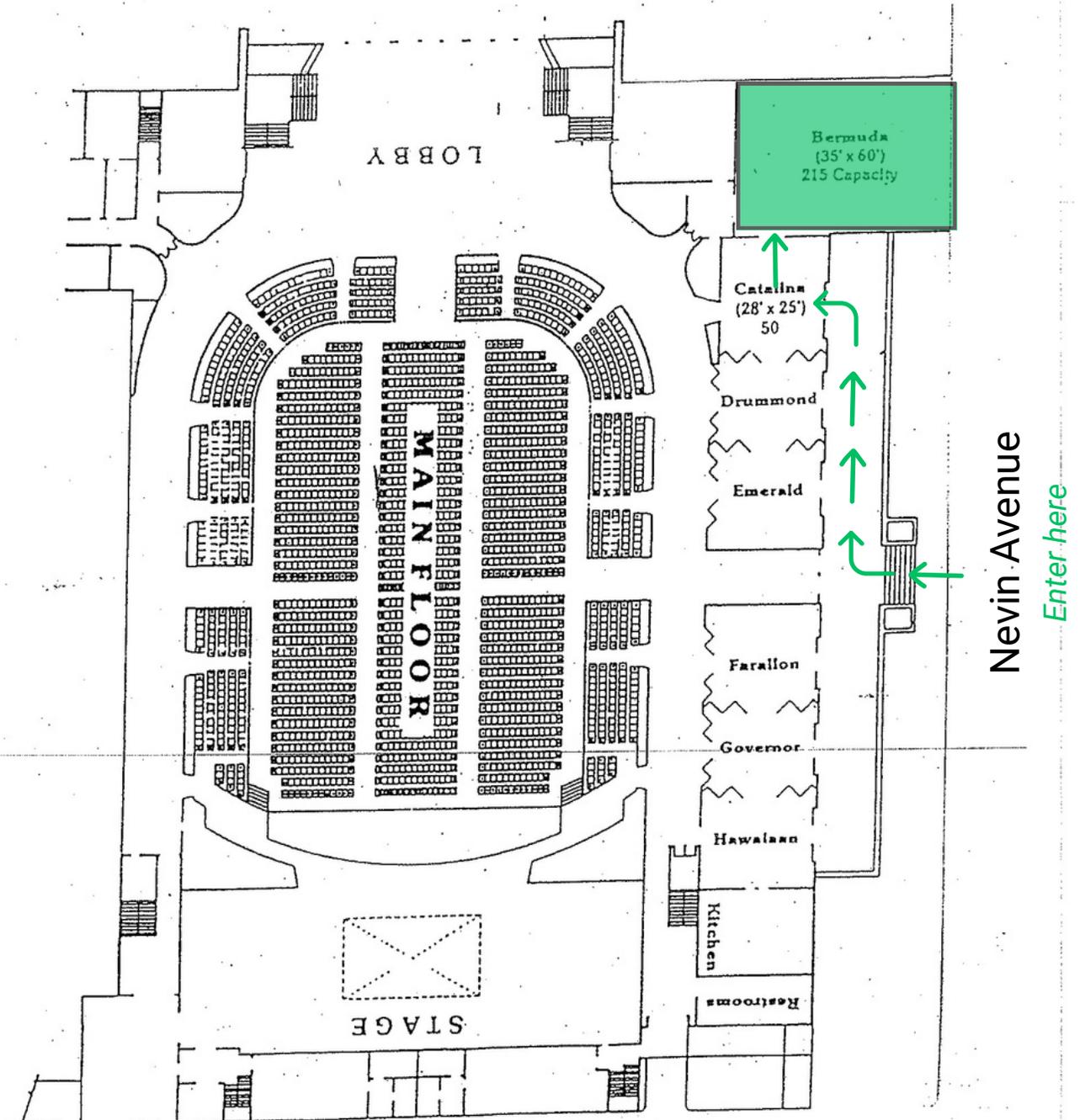


- Enter the building into the Catalina room from Nevin Avenue.
- Entry to the building through Civic Center Plaza **will not** be available for Reimagining Public Safety Community Task Force meetings.
- There are major parking lots on Nevin Ave between 24th St and 25th St, as well as Nevin Ave between 26th St and 27th St.
- There is street parking available on surrounding streets.

Reimagining Public Safety Community Task Force Meetings  
Bermuda Room  
Richmond Memorial Auditorium  
403 Civic Center Plaza, Richmond, CA 94804

Civic Center Plaza

*No entry available for Reimagining Public Safety Community Task Force meetings  
Use Nevin Avenue entrance through Catalina Room*





## MEETING PROCEDURES & INFORMATION

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

#### **By Email**

Written comments will only be accepted via email to [recreation@ci.richmond.ca.us](mailto: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. Emails received after 3 p.m. will not be read into the record. Emails 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.

#### **In Person**

Anyone may make an oral comment, even if a written comment was submitted. However, each speaker may only raise their hand once to make one (1) oral public comment per agenda item.

Anyone who desires to address the Task Force on items appearing on the agenda, including Public Comments, may raise their hand upon the Chair's announcement of the public comment period. The Chair will recognize each speaker. Each speaker will be allowed up to two (2) minutes to speak.

### **Conduct at Meetings:**

Richmond City Council meetings are limited public forums during which the City strives to provide an open, safe atmosphere and promote robust public debate. Members of the public, however, must comply with state law, as well as the City's laws and procedures and may not actually disrupt the orderly conduct of these meetings. The public, for example, may not shout or use amplifying devices, must submit comment cards and speak during their allotted time, may not create a physical disturbance, may not speak on matters unrelated to issues within the jurisdiction of the City Council or the agenda item at hand, and may not cause immediate threats to public safety.

[Click here for City Harassment Policy](#)

### **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 [recreation@ci.richmond.ca.us](mailto:recreation@ci.richmond.ca.us) or submitted by phone at (510) 620-6563. 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 in Person: Bermuda Room, Richmond Memorial Auditorium  
403 Civic Center Plaza, Richmond, CA 94804

**Minutes\***  
**Wednesday, October 25, 2023, 5:30 P.M.**

*\*video recording and meeting transcript available*

**A. CALL TO ORDER**

Vice Chair Tamisha Walker called the regular meeting to order at 5:47 P.M.

**B. ROLL CALL**

PRESENT: S. Bischoff, M. Cantú, M. Gliksohn, D. Gosney, R. Joseph, K. Kilian-Lobos, L. Murray, M. Njissang, J. Pursell, J. Schlemmer, and Vice Chair Walker

ABSENT: H. Burks, L. Chacon, A. Lee, B. Therriault, L. Whitmore, B.K. Williams and Chair D. Small

STAFF PRESENT: Deputy City Manager-Community Services Director (Staff Liaison to the Task Force) LaShonda White, Assistant Administrative Analyst Guadalupe Morales, Associate Administrative Analyst Stephanie Ny, YouthWORKS Program Manager Bouakhay Phongboupha and City Attorney Alison Flowers

**C. AGENDA REVIEW AND ADOPTION**

The agenda was accepted, as presented.

**D. MEETING PROCEDURES**

Guadalupe Morales, staff to the Task Force, identified the meeting procedures and the public's ability to speak during the meeting. She announced that anyone may make an oral comment even if a written comment had previously been submitted; however, each speaker may raise their hand only once to make one oral public comment per each agenda item. She added that an announcement would identify the time to make public comment for each item.

**E. MINUTES APPROVAL**

**1. APPROVE the Minutes of the September 27, 2023 Meeting of the Reimagining Public Safety Community Task Force**

A correction to the minutes of the September 27, 2023 meeting was read into the record for Taskforce Member Murray, who requested a correction on Page 6 to the statement that was incorrectly attributed to Taskforce Member Kilian-Lobos: *Taskforce Member Murray pointed out that SOS was also involved with Housing First and she commended SOS for everything it was doing in the area of homelessness.*

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Motion by Taskforce Member Schlemmer, seconded by Taskforce Member Gosney to adopt the minutes of the September 27, 2023 meeting, as amended, carried by the following Roll Call vote:

AYES: S. Bischoff, M. Cantú, M. Gliksohn, D. Gosney, R. Joseph, K. Kilian-Lobos,  
L. Murray, M. Njissang, J. Pursell, J. Schlemmer, and Vice Chair Walker  
NOES: None  
ABSTAIN: None  
ABSENT: H. Burks, L. Chacon, A. Lee, B. Therriault, L. Whitmore, B.K. Williams and  
Chair D. Small

**F. CITY STAFF REPORTS**

Associate Administrative Analyst Stephanie Ny announced a Pullman Neighborhood Litter Clean-up event on Saturday, October 28, 2023 at 10:00 A.M. at South 33rd Street and Ohio Avenue. She reported that volunteers would receive a light breakfast, gloves and masks on a first-come first-served basis. Tools for the clean-up activities would also be provided.

Staff also announced the annual Richmond Snowball Scholarship contest for public and private high school students with the deadline to file on November 1, 2023.

**G. PUBLIC COMMENTS**

No written comments were submitted, or oral comments made, by any member of the public.

**H. PRESENTATIONS, DISCUSSIONS, AND ACTION ITEMS**

**1. DISCUSS and APPROVE Task Force Meeting Dates for November and December 2023**

Taskforce Member Gliksohn suggested that since the regular Task Force meeting dates would conflict with the Thanksgiving and Christmas holidays, the Task Force meetings in November and December could be held on the third Wednesday of each of those months.

Taskforce Member Cantú suggested that one meeting in between the holidays might be preferable. She also recommended that the Task Force be sunset in the very near future given that the Task Force had been scheduled to sunset but was currently on an extension.

Vice Chair Walker verified with the Task Force attorney that a possible sunset could be discussed because it had to do with whether the Task Force would meet again.

Taskforce Member Murray commented that she would not be able to attend the next two meetings.

Most Members of the Task Force had no problem considering a sunset of the Task Force given the difficulty of achieving a quorum at meetings, although Taskforce Member Kilian-Lobos expressed concern that the Task Force was a big support to YouthWORKS and Safe Organized Spaces (SOS) and she wanted to make sure of the continued support for those organizations from the community.

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Taskforce Member Cantú noted that YouthWORKS, the Office of Neighborhood Safety (ONS) and the Community Crises Response Program (CCRP) were now part of the City and the Task Force had worked hard with its assigned task to establish those programs. She added that ultimately a Community Advisory Board (CAB) of the CCRP would be established with a recommendation from the Task Force as to the makeup of the CAB.

No written comments were submitted, or oral comments made, by any member of the public.

Motion by Taskforce Member Gosney, seconded by Taskforce Member Gliksohn to combine the November and December meetings into one special meeting to be held on Wednesday, November 29, 2023, carried by the following Roll Call vote:

AYES: S. Bischoff, M. Cantú, M. Gliksohn, D. Gosney, R. Joseph, K. Kilian-Lobos, L. Murray, M. Njissang, J. Pursell, J. Schlemmer, and Vice Chair Walker  
NOES: None  
ABSTAIN: None  
ABSENT: H. Burks, L. Chacon, A. Lee, B. Therriault, L. Whitmore, B.K. Williams and Chair D. Small

Motion by Taskforce Member Gosney, seconded by Taskforce Member Njissang to agendize for the meeting scheduled on November 29, 2023, a discussion and vote on whether to sunset the Reimagining Public Safety Community Task Force, carried by the following Roll Call vote:

No written comments were submitted, or oral comments made, by any member of the public.

AYES: S. Bischoff, M. Cantú, M. Gliksohn, D. Gosney, K. Kilian-Lobos, L. Murray, M. Njissang, J. Pursell, and J. Schlemmer  
NOES: R. Joseph  
ABSTAIN: Vice Chair Walker  
ABSENT: H. Burks, L. Chacon, A. Lee, B. Therriault, L. Whitmore, B.K. Williams and Chair D. Small

An unidentified speaker noted that the Task Force had done a lot of good work throughout the process and she did not see that the Task Force had “petered out,” as suggested.

**2. RECEIVE an Update from YouthWORKS**

BRANDON EVANS and CINTHIA HERNANDEZ, Employment Program Specialists at YouthWORKS, provided a PowerPoint presentation and described the mission to provide youth the opportunity to gain livable wages as well as employment and training opportunities with on-the-job training, vocational training and paid work experience along with the Summer Youth Employment Programs and other services and life skills workshops that YouthWORKS provided.

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The Employment Program Specialists offered year-to-year comparisons from 2022/2023 and 2023/2024 for applications received, with 881 applications received since June 2023 compared with 759 applications last year. Of the 881 applications, 474 applicants had completed intake while last year 451 had completed intake. Of the 474 applicants, 364 had been placed compared with 321 last year. With respect to the budget, \$1.9 million had been received and \$813,000 had been spent. A budget comparison to the prior year was also provided. The total participation cost was identified as \$1,326,521, which was 52 percent of that budget due to wages, payroll fees and supportive services, training and stipends. It was noted that summertime was the busiest time for YouthWORKS.

It was reported that 52 percent of participants were below the livable wage range and this year 39.3 percent of participants were either Latino or Hispanic while 40.3 percent identified as African American or Black. Other data identified participants as 51 percent female and 47.5 percent male, with some participants identified as non-binary. The primary age range was 16 to 24 years of age. This year in-classroom support training, career exploration for youth in school, IT in the healthcare field, entrepreneurship and welding were provided, and over 100 youth had been provided the opportunity to learn and gain the in-school skills in their field of interest. Participants had been paid for their time in-classroom training at a cost of \$33,000 in stipends from July 1 to October 23, 2023.

Mr. Evans identified the impacts of the program by reporting that 10 participants had attained full-time employment, five of them in various departments with the City of Richmond, over 100 kids had participated in the Kaiser School of Allied Health Sciences partnership over the summer, and in transportation, social services, construction and finance, and wages ranged from \$24 to \$35. Participants 18-24 years of age had been provided with opportunities for career exploration, 321 youth had been able to earn up to \$5,000 for those completing all of their allotted hours, 35 youth would move towards intensive work force programs that also allowed YouthWORKS to provide intensive case management and wrap around services with other partners, and two participants had completed vocational and industry training programs.

Ms. Hernandez identified some of the rewards from being able to extend the work experience or Summer Youth Employment Program as skill development and diversity inclusion, stated that YouthWORKS had partnered with ONS and other organizations in the area, referrals had helped reduce crime in the City, had reduced the unemployment rate and poverty in the community and many in-school youth were always concerned about making sure they had some sort of employment or career opportunity to help their families, which had relieved stress in the community and provided opportunities to develop skills along with an enhanced opportunity for employment, and to be out of Richmond and see other areas to work in and open doors to youth who had no similar opportunity.

Mr. Evans noted the challenges involved and explained that all the work was very personal. The entire staff were products of Richmond and had been to college and returned to work within the community to help the next generation, with concerns for basic skills in completing high school and getting a diploma or a GED, for the unhoused youth working with Richmond PAL and Tiny House Village where 15 youth had been placed. He added that YouthWORKS worked with foster youth and former foster youth, justice involved youth in partnership with ONS, high-risk and high-needs youth and those reentering society on probation or parole along with those with mental health issues.

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Mr. Evans explained that the internal challenge was that YouthWORKS was overwhelmed with the number of participants who had applied this year and had brought on staff to build capacity. He identified the numerous city partners, non-profit partners, school district partners and a host of other non-profit and small businesses involved in the programs offered by YouthWORKS.

Ms. Hernandez reported that as of October 2023, YouthWORKS had hired three employment program specialists and had put the work experience application on pause to be able to access all the applications and make sure that intakes were completed. Applications had been closed on August 31, 2023 and staff continued to work with its partners to better serve the Richmond community.

Taskforce Member Gosney requested that the PowerPoint presentation be made available to the members of the Task Force. With respect to the presentation, he asked about the ethnic breakdown which appeared to be different from the breakdown of the community and it was noted that the process did not target certain ethnicities in that recruitment was open to all in the Richmond community and programs had been promoted on social media, sent to local partners, posted on Peachjar to the West Contra Costa Unified School District (WCCUSD), to the RYSE Center and to employers that YouthWORKS had worked with in the past and to those participants who had worked with YouthWORKS in the past as well as through word of mouth.

Taskforce Member Joseph asked about the impact of the program on troubled youth, and Mr. Evans stated that YouthWORKS saw the gamut from 4.0 high school students to those who were system and justice involved. He spoke to the partnership with ONS which was working with high-needs youth and explained that YouthWORKS had been intentional about internal discussions to place them and work towards full-time employment to save their lives and the lives of others.

Mr. Evans added that YouthWORKS had collaborated closely to place the young people from certain areas of town into areas that were safe, and the success of the program had been built on people who felt they had received a quality service. He noted that young people were willing to come back and youth had expressed that the opportunity had allowed them to make money the correct way, stay out of trouble, and interact with the community with skills they thought they couldn't do. It was also clarified that youth were sent a Google form when exiting the program to advise staff how the program had served them.

Taskforce Member Joseph asked that those exit interviews be shared with the Task Force. He referred to YouthWORKS case management and asked if other community-based organizations could offer support, and Ms. Hernandez stated they had reached out to RYSE for mental health counseling and now that YouthWORKS had more staff it offered a warm handoff and connected them to an individual who would be able to help them.

YouthWORKS Program Manager Bouakhay Phongboupha explained in response to Taskforce Member Schlemmer that the 2023-2024 year was just from July 1 to the end of September and given the huge number of applications, the application process had been closed on August 31, 2023 to allow staff to catch up.

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Taskforce Member Schlemmer supported the partnerships with Kaiser and the welding program at Kennedy High, and reiterated comments he had previously provided that college was not meant for everyone. He suggested some people could make a great living in one of the building trades and suggested partnering with Richmond Build and its associates and collaborating with the school districts public and charter, to identify those who might be more interested in the building trades and get the trade unions involved since they would provide training and apprenticeship programs. He commended YouthWORKS and the work it had done.

Ms. Phongboupha explained that Richmond Build and Youth Build were under the same Richmond Director of Employment and Training and the WorkForce Development Board fully supported those students not interested in school who were being sent out for industry training.

Taskforce Member Cantú commended YouthWORKS for its progress over the last three years and recognized the current four employment specialists beyond the two employment specialists in the original proposal who had worked with the 481 participants. She commented that the Task Force should be recognized for what it had done and did not believe the Task Force should be advised to do more without recognizing what it had already done. She asked about the caseload per person and Mr. Evans reported that the employment specialists all handled the intake and the in-boarding process, and during the summer there had been approximately 30 intakes and orientations a day. He noted that the intake process required 1 to 2 hours depending upon the readiness of the material required from the applicants.

Taskforce Member Gosney, a member of the Steamfitters Union for 53 years, stated the opportunity to get into the trades could be a phenomenal road to success for those in the community. He commented that the trades could not do anything for high school students because by law 18 years of age was the minimum to work in the trades. He urged considerations to promote more than one pathway to success.

Mr. Evans emphasized the work that Richmond Build and Richmond Youth Build did with its programs where youth could get basic skills and help with entry exams. He also referred to the events offered by the various trades to offer pathways into the trades for those not interested in college.

### **PUBLIC COMMENT**

TAMARA WALKER, Deputy Director for Community Services for Employment and Training, thanked her staff and described a Job Fair this date where over 500 people had been served. She explained that Richmond Build and Youth Build were all under the same umbrella. She described the work being done for those young people and adults who were not interested in college and the services offered. She explained that was just a portion of the work being done and that the Department was using the process as a spring board to move young people and adults into better high-growth, high-wage jobs.

### **3. DISCUSS Next Steps for the Community Crises Response Program Including the Community Advisory Board and APPROVE Recommendations**

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Taskforce Member Pursell noted the prior discussion of the composition, qualifications, make-up, number of members and goals and purpose for a Brown Act-compliant Community Advisory Board (CAB) to the CCRP that the Task Force would recommend to the Mayor and the City Council.

The Task Force discussed the various aspects desired for a CAB to the CCRP, with recommendations as follows:

- An application process with members to be Richmond residents, with applications to be reviewed by the Mayor and his staff for final approval (Schlemmer), although it was pointed out that the City's Handbook for Boards and Commissions required that members be Richmond residents (Gosney).
- A complete description of the CAB and the process for the benefit of the public and an identification of the tasks to be accomplished (Gliksohn).
- Identify the parts of the community that needed to be involved with Members to represent the City through community groups or the neighborhood councils since that would provide a range of representation from throughout the City (Bischoff).

Taskforce Member Cantú offered to write up a proposal to be agendized for a vote at the next meeting. She noted that the City Council had explicitly asked that the Task Force and Urban Strategies Council work together to talk about the purpose and the powers of the CAB. She recommended that Anne Jenks from Urban Strategies Council provide the Task Force with three to five examples of boards along with their purpose, power and composition to allow the Task Force to make an informed decision and she asked that to be agendized at the next meeting for a vote.

Taskforce Member Kilian-Lobos stated she had sat on the Children Youth Board for two years which she suggested was a good model for a CAB. Her vision for the CCRP CAB was for people with a lived experience and their family members, consumers of the behavioral health care system, and then others who may work in the field in different capacities with people who had a stake in the success and had been through experiences that may have impacted them negatively to allow mobile mental health crises teams with a diverse membership.

Vice Chair Walker verified the request to place an item identified as: *Review the Proposal for the CCRP CAB and Vote on that Proposal* on the next meeting agenda, with a presentation from Anne Jenks of Urban Strategies Council to provide three to five boards and commissions that represented non-police alternative responses, with information to be shared with the Task Force, and with Taskforce Member Cantú to prepare the proposal based on that information, to be included in the agenda packets before the meeting with a discussion and vote at the next meeting.

Anne Jenks commented with respect to the assignment that there were not that many different CABs specific to alternative emergency responses. She could provide structures of CABs with peer response work broadly defined with some police oversight and some types of advisory boards. She would work with Taskforce Member Cantú and return at the next meeting.

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On the discussion of whether other members of the Task Force were interested in participating in the preparation of the proposal for a CAB through a working group, the City Attorney clarified that to be consistent with the Brown Act, the working group would have to include fewer members than a majority of a quorum, or 11 members.

The Task Force selected Taskforce Members Bischoff, Cantú, Kilian-Lobos, and Pursell as members of the working group, which Taskforce Member Cantú verified would have to meet every week to accomplish the task prior to the next meeting scheduled for November 29.

Vice Chair Walker noted she would provide some comments at the next meeting given that she had some challenges with respect to being a member of the Reimagining Public Safety Community Task Force. Although she had been born and raised in Richmond, she stated she had been attacked when she had been appointed to the Task Force since she no longer lived in the City of Richmond. She had family and people she loved in the City and she wanted the membership to consider that there were people who had suffered in the City who still fought for the City of Richmond but who might not have an address in the City.

No written comments were submitted, or oral comments made, by any member of the public.

Motion by Taskforce Member Gosney, seconded by Taskforce Member Joseph that the small working group of Taskforce Members Bischoff, Cantú, Kilian-Lobos and Pursell would craft a proposal to be discussed and voted on at the next meeting, carried by the following Roll Call vote:

AYES: S. Bischoff, M. Cantú, M. Gliksohn, D. Gosney, R. Joseph, K. Kilian-Lobos,  
L. Murray, M. Njissang, J. Pursell, J. Schlemmer and Vice Chair Walker  
NOES: None  
ABSTAIN: None  
ABSENT: H. Burks, L. Chacon, A. Lee, B. Therriault, L. Whitmore, B.K. Williams and  
Chair D. Small

4. **DISCUSS and APPROVE Assignments to City Council Monthly Reports for November and December 2023 as Well as the Process for Substitutes**

Taskforce Member Pursell stated that he would present both November and December reports.

Taskforce Member Bishoff recommended that the report be brief and identify what the Task Force was working on.

Staff noted that the City Council had cancelled the November 21, 2023 meeting and only the December report would need to be presented.

Motion by Taskforce Member Joseph, seconded by Taskforce Member Schlemmer to have the Taskforce discuss the December presentation to the City Council and decide who would make that presentation at the next Task Force meeting scheduled for November 29, 2023.

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AYES: S. Bischoff, M. Cantú, M. Gliksohn, D. Gosney, R. Joseph, K. Kilian-Lobos,  
L. Murray, M. Njissang, J. Pursell, J. Schlemmer and Vice Chair Walker  
NOES: None  
ABSTAIN: None  
ABSENT: H. Burks, L. Chacon, A. Lee, B. Therriault, L. Whitmore, B.K. Williams and  
Chair D. Small

No written comments were submitted, or oral comments made, by any member of the public.

**I. ACTION ITEM RECAP**

**J. ADJOURNMENT**

The meeting was adjourned at 7:12 P.M. to a regular meeting on Wednesday, November 29, 2023 in the Bermuda Room, Richmond Memorial Auditorium, 403 Civic Center Plaza, Richmond, CA 94804.

DRAFT



**REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE**

**DATE:** January 24, 2024

**TO:** Members of the Reimagining Public Safety Community Task Force

**FROM:** LaShonda White, Deputy City Manager – Community Services, Task Force Staff Liaison

**SUBJECT:** Community Crisis Response Program – Community Advisory Board

**STATEMENT OF THE ISSUE:**

On July 26, 2022, the City Council approved a contract with Urban Strategies Council (USC) to conduct research and analysis of various Community Crisis Response Program (CCRP) options and set forth recommendations. USC and City Staff provided an update to the Task Force on the progress of the work done and shared the CCRP draft report at the July 12, 2023 special meeting of the Task Force and August 23, 2023 regular meeting of the Task Force. City Council received a report on September 12, 2023, and provided direction to staff regarding implementation of CCRP and the development of the Community Advisory Board.

**RECOMMENDED ACTION:**

RECEIVE a proposal for the Community Crisis Response Program Community Advisory Board from the Task Force’s Community Advisory Board working group and APPROVE recommendations to City Council.

**DISCUSSION:**

The Community Crisis Response Program (CCRP) began taking root in November 2020 amidst conversations within the Reimagining Public Safety Task Force (RPSTF). Following a host of RPSTF Round Table and Sub-committee meetings, and subsequent allocations made and approved by City Council in the Fall of 2021, City Staff released a Request for Proposal (RFP) in 2022, and ultimately approved a contract with Urban Strategies Council to assist with the implementation of a CCRP.

A major component of this work is to determine how the City of Richmond can collaborate with, and not duplicate efforts being deployed by, Contra Costa Health Services’ (CCHS) Anyone, Anywhere, Anytime (A3) program. A3 provides timely and appropriate behavioral health crisis services to Anyone in Contra Costa County Anywhere at Anytime (A3), and is working to address the unmet behavioral health needs in Contra Costa County. CCHS is still implementing the A3 program and, as services are expanded, the A3 Miles Hall Crisis Center will provide 24/7 behavioral health support.

On Tuesday, June 20, 2023, City Staff received a draft report from USC. The draft document was not ready at the time of the agenda distribution for the Task Force's regular meeting on June 28, 2023; however, the June 28 meeting was cancelled due to lack of quorum. The full draft report was shared via email with the Task Force members on July 8, and included in the agenda packet for the July 12, 2023 special meeting of the Task Force (shared via email on July 10). The draft report was briefly discussed at the special meeting, and it was determined that the CCRP item would be discussed at the August 23, 2023 regular meeting.

The Chair requested that all Task Force members review the materials thoroughly in advance of the August 23, 2023 regular meeting. The Chair also requested that Task Force members compare the proposal in the draft report to the original CCRP proposal put forth by the Task Force in 2021.

The draft report was discussed at the August 23, 2023 regular meeting. Task Force members agreed that more discussion was needed for members to be able to make and approve any recommendations for City Council consideration. Members voted to hold a special meeting on August 30, 2023 to continue discussion and approve any recommendations made.

During the Task Force meetings, members asked questions regarding, but not limited to, the following: timeline for implementation, training, constitution of teams, cost for service (including actual costs to hire staff within the city), police presence, interaction/coordination with A3, lessons learned and program models from other jurisdictions (with special focus on Antioch and Oakland), examples and descriptions of potential calls, etc.

At the August 30, 2023 Task Force meeting, the members voted to recommend to the City Council that CCRP be implemented within a new or existing department within the City of Richmond without any recommendation regarding length of time for the pilot.

The report initially was placed on the agenda for the July 11, 2023 City Council Meeting; however, the item was not heard. The report was reviewed and discussed at the September 12, 2023 City Council meeting (Agenda documents for this CCRP item, Y.1., can be found at [City Council - September 12, 2023 \(escrimeetings.com\)](https://www.cityofrichmond.com/escrime-meetings)).

On September 12, 2023, City Council voted to place CCRP under the leadership of the Office of Neighborhood Safety (ONS). City Council also directed staff to return in November with more specific guidelines for launching the program, begin recruitment to staff the program by December 15, 2023, and launch the program by August 2024. Lastly, City Council instructed City staff to work with the Task Force to help develop the proposal for the structure of the Community Advisory Board (CAB), including purpose, powers, and composition.

At the September 27, 2023 Task Force meeting, members began discussing a proposal for the purpose, powers, and composition of the CAB. The item was carried over to the October 25, 2023 Task Force meeting, during which a CAB working group was formed. The working group, which includes Task Force members Cantú, Pursell, Kilian-Lobos, and Bischoff, drafted the proposal in advance of the November 29, 2023 special meeting of the Task Force.

#### **ATTACHMENTS:**

- Draft Bylaws for the Community Advisory Board

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## I. Creation and Composition of the Board

### A. Establishment of the CCRP Community Advisory Board (CAB)

1. Purpose: An independent and committed Community Advisory Board (CAB) is a critical element in ensuring the successful and accountable operation of the Richmond Community Crisis Response Program (CCRP). The CAB's primary purpose is to promote and maintain community confidence, ensure the program's fidelity to its core values and program's transparency, and provide proactive opportunities to address programmatic challenges that may arise during the program's data-driven implementation and operation.
  
2. Oversight and Support: The CAB is established to provide oversight and support for the CCRP. It shall work closely with the program, ensuring its alignment with community needs and values while holding it accountable

for its actions and outcomes. It shall provide input and support in formulating annual and long-term goals.

3. Access to Information: The CAB shall have access to program information and data, including anonymized program data related to CCRP activities. This access is essential to facilitate informed decision-making and to evaluate the program's impact effectively.
4. Transparency: The CAB shall operate with a commitment to transparency. Meetings, reports, complaints, and data shall be made anonymous and public-facing to the extent possible, except for information containing identifying details. Transparency is a crucial mechanism to build trust in the CAB and to address any concerns regarding representation or the selection process for the board.

#### B. Composition of the Community Advisory Board (CAB)

1. Membership Selection: The CAB shall be composed of community members who are representative of the diverse demographics, backgrounds, and perspectives within the Richmond community. The membership shall comprise community members who have been impacted economically, legally, familially, or professionals and workers within the community support system. The Membership selection shall be conducted through a transparent and inclusive process, which may include open applications, interviews, and community input to ensure broad representation.
2. Independence: CAB members shall be independent and not direct employees or contractors with the City of Richmond, the CCRP, or any other organization that might create conflicts of interest. This independence is crucial to ensure unbiased oversight and support. Each CAB member shall complete an economic statement of interest.
3. Diversity: The CAB shall strive for diversity in its composition, including but not limited to age, gender, race, ethnicity, socioeconomic status, and community affiliations. We aim to include members of impacted communities as the primary makeup of this board. This diversity will ensure that the board reflects the entire Richmond community.
4. Commitment: Members of the CAB shall demonstrate a solid commitment to the well-being and betterment of the Richmond community. Their

dedication to the CCRP goals, mission, values, and objectives is essential to fulfill their responsibilities effectively.

### C. Formation in Advance of Implementation

1. Pre-Implementation Formation: The CAB shall be formed 2-3 months prior to the launch of the CCRP. This proactive approach ensures that there is a structured mechanism for community engagement in the decision-making process leading up to program implementation. This ensures the CAB will be able to meet quorum prior to program launch.
2. Decision-Making and Input: The CAB shall actively participate in discussions and decision-making processes related to the development, design, operational aspects, and organizational expansion of the CCRP based on the Council's adoption of the USC report in September 2022 and the work done by the Reimagining Public Community Safety Taskforce. Their input and recommendations shall be considered during the planning stages/phases to align the program with community expectations.
3. Early Community Engagement: By creating the CAB in advance, the community has an opportunity to engage early in the process, voice concerns, and shape the program's direction to meet its needs effectively. The board shall promote the CCRP through educational forums prior to the launch date.

In conclusion, the establishment of an independent and diverse Community Advisory Board is essential for the success of the Richmond Community Crisis Response Program. This will play a pivotal role in fostering community confidence, addressing challenges, and ensuring the program's transparency and accountability. In forming the board, the program demonstrates its commitment to community engagement and responsiveness from the very beginning.

## II. Appointment and Qualifications of Members.

- A. The Board shall consist of at least nine (9) and at most thirteen (13) members, maintaining a body at an odd number, who shall not be officers or employees of the City of Richmond and who shall be appointed by the Mayor. The Mayor shall endeavor to appoint individuals representing diverse social, economic, and political interests and shall confer with the City Council concerning all

appointments. All members of the Advisory Board shall live or work or can display deep connections within the Richmond Community. All vacancies on the Advisory Board shall be filled by appointment by the Mayor for the unexpired period.

### III. Compensation

- A. Members of the Advisory Board shall serve without compensation, provided that the City Council may authorize the reimbursement of reasonable expenses incurred by the members in the performance of their duties.

### IV. Terms of Office

- A. The term of each member of the Advisory Board shall be for three (3) years; provided, however, that of the members first appointed after the effective date of this section, four shall be appointed to serve for one year, four shall be appointed to serve for two years, and five shall be appointed to serve for three years as determined by lots by such members at the first regularly scheduled meeting following the adoption of this chapter. Each member shall continue to serve in such capacity until the member's successor has been duly appointed and is acting.

### V. Absence from Meetings

- A. The absence of any member of the Advisory Board from more than three regularly scheduled meetings of the Advisory Board within any twelve-consecutive-month period shall constitute an automatic resignation from the Commission. Such resignation shall not, however, disqualify an individual from subsequently being appointed to the same or any other city committee, board, or commission. In the event of any such resignation, the vacancy shall be filled by appointment for the unexpired portion of the term of the appointee's predecessor in the manner prescribed in Section 3.54.020.

### VI. Officers

- A. The Advisory Board shall elect from among its members a chairperson and a vice chairperson who shall serve in such capacities for one year or until the successors are duly elected. In case of a vacancy in either of these positions, the Advisory Board shall elect a successor who shall serve the unexpired balance of the predecessor's term.

## VII. Powers and Duties

### A. Community Engagement and Education

1. Community Awareness, Engagement, and Education: The City Advisory BoardBoard will actively engage with the Richmond community through public events, listening sessions, community workshops, and outreach efforts to raise awareness about the (CCRP) and its objectives and services. Furthermore, the Board will help implement educational outreach plans and initiatives, including disseminating informational materials and conducting community training sessions to inform the community about the CCRP's mission, functions, and available resources. Board members will also serve as community ambassadors for the program, fostering connections and promoting community understanding.
2. Programs and Promote Positive Relations: The Board is responsible for advising and promoting programs that foster positive community relations. This includes initiatives aimed at preventing community conflicts, programmatic challenges, or city barriers by promoting inclusivity and strengthening community relationships and networks. This includes promoting language accessibility and culturally responsive programming. The Board shall ensure that CCRP services are accessible to all community members, including those from diverse linguistic and cultural backgrounds. This may involve promoting accessibility and advocating for translation & interpretation services, culturally sensitive outreach, and engagement strategies.

### B. Community Feedback and Complaint Mechanisms

1. Community Forum for Community Concerns: The Board shall establish and maintain a community forum for community members to raise substantive concerns, offer suggestions, and share feedback related to

the CCRP's operations. This forum will serve as a platform for open dialogue and problem-solving.

2. Website for Complaints Outside of the Board: The Board shall ensure there is a dedicated section and survey on the CCRP website where community members can submit complaints, report incidents, or seek assistance outside of the formal community forum. The Board will regularly review community feedback submitted through the CCRP website. This will encourage community members to continually weigh in on programmatic goals.

### C. Volunteer Coordination and Community Networks

1. Volunteerism: The CAB shall promote opportunities for volunteerism with the CCRP. The Board shall give recommendations on volunteer opportunities and outreach events to recruit volunteers and collect volunteer feedback. The Board shall assist CCRP staff in training and engaging community volunteers to support CCRP activities.
2. Insight into Community Networks and Communications: The Board members, with their deep community connections, shall provide valuable insights into community networks and offer recommendations on how to enhance communication and engagement with local community members.

### D. Program Development and Evaluation

1. Design and Implementation of CCRP: The Board shall actively support the design and implementation of CCRP initiatives, ensuring they align with community needs and values. This includes feedback on expectations for and needs from the crisis response team, proposed call categories and phone access points, exclusionary response criteria, team composition, and overall organizational expansion.
2. Training Recommendations: The Board shall provide recommendations to maintain alignment with California and National standards for the training and professional development of CCRP staff to enhance their capacity to respond effectively to community crises. The board shall give input on the program's training curriculum, including cultural and population-specific training.

3. **Review and Evaluate Policies, Practices, and Procedures:** The Board shall review regular internal assessments of CCRP policies, practices, and procedures to identify areas for improvement and ensure alignment with the program's objectives, goals, and expansion plans. The Board shall work collaboratively with staff to research national best practices, trends, and policies to inform the CCRP.

#### E. Resource Management and Reporting

1. **Budget Oversight:** The Board is responsible for overseeing the budget allocated to the CCRP. This includes reviewing financial reports, making budget recommendations, and ensuring that resources are allocated efficiently to support the program's goals.
2. **Hiring Panels:** The Board shall review job descriptions and participate in hiring panels for CCRP leadership. The Board shall designate a CAB member to be involved in selecting and approving CCRP leadership. This ensures that hiring decisions align with the program's mission and values.
3. **Referral Network and Lists:** The Board shall recommend community resources and service providers to the CCRP to facilitate referrals for individuals in crisis. This list of community resources will be accessible to the public via the CCRP website.
4. **Review Success Metrics and Evaluations:** The Board shall regularly review success metrics and evaluation reports from staff, encompassing qualitative and quantitative data, to measure the program's impact and make recommendations for necessary adjustments. The Board members shall be part of the ongoing evaluations and audits.
5. **Reporting to Council:** The Board shall provide quarterly reports and, when deemed necessary, detail the CCRP's progress, challenges, and recommendations for improvement to the City Council.

These powers and duties shall guide the City Advisory Board's actions and responsibilities in overseeing the Richmond Community Crisis Response Program. The Board members will work collectively to fulfill these functions, ensuring the program's effectiveness in serving the Richmond community.

## VIII. Meetings

- A. The Advisory Board shall hold its first meeting within thirty days after all of its members have been appointed. At such meetings, the Advisory Board shall fix the time and place of regular meetings of the Commission, which shall not be less frequent than once each month. All meetings of the Advisory Board shall be open to the public and in accordance with the City of Richmond Boards, Commissions, and Committees Handbook.

## IX. Rules and Records

- A. The Advisory Board shall, in consultation with the City Manager and with the approval of the City Council, adopt rules for the transaction of business of the Commission, which rules shall, among other things, include the manner of calling and giving notice of special meetings and hearings and the appointment and powers of standing subcommittees. Said standing subcommittees may be formed to work on various topics within the scope of police activities. The Advisory Board shall keep records of its resolutions, rules, transactions, motions, and orders in accordance with the City of Richmond Boards, Commissions, and Committees Handbook.



**REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE**

**DATE:** January 24, 2024

**TO:** Members of the Reimagining Public Safety Community Task Force

**FROM:** LaShonda White, Deputy City Manager – Community Services, Task Force Staff Liaison

**SUBJECT:** Status of Task Force Recommendations and Proposals

**STATEMENT OF THE ISSUE:**

City staff will present on the status of Task Force recommendations and proposals to date.

**RECOMMENDED ACTION:**

DISCUSS the status of all Task Force recommendations and proposals, including YouthWORKS, Office of Neighborhood Safety, Unhoused Interventions, and Policing Practices.

**DISCUSSION:**

The Reimagining Public Safety Community Task Force has five major implementation areas: the Community Crisis Response Program, YouthWORKS, Office of Neighborhood Safety, Unhoused Interventions, and Policing Practices.

The Chair requested an agenda item to discuss the status of all Task Force recommendations and proposals. The purpose of the agenda item is to provide Task Force members with a clear sense of the status of the various proposals and discuss any additional needs before permanently adjourning.

City staff managing these implementation areas were invited to attend the meeting and provide updates. Due to time constraints and/or staff availability, all updates may not be received January 24 during the meeting.



**REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE**

**DATE:** January 24, 2024

**TO:** Members of the Reimagining Public Safety Community Task Force

**FROM:** LaShonda White, Deputy City Manager – Community Services, Task Force Staff Liaison

**SUBJECT:** Sunset of the Reimagining Public Safety Community Task Force

**STATEMENT OF THE ISSUE:**

At the October 25, 2023, regular meeting of the Reimagining Public Safety Community Task Force (Task Force), Task Force members voted to place an item on the agenda to discuss and vote on a recommendation to Richmond City Council to sunset the Task Force.

**RECOMMENDED ACTION:**

DISCUSS the early sunseting of the Reimagining Public Safety Community Task Force and APPROVE recommendations and report to City Council.

**DISCUSSION:**

On June 30, 2020, Richmond City Council heard Item I-1 to direct staff to prepare a plan to transition from Richmond's current "community policing" model to a plan conducive to the reduced police force and return to City Council with the preferred policing model and a plan for implementation by the end of Fiscal Year 2020/2021. Following discussion on the item, the City Council directed staff to "create a transition accountability task force composed by members of the public, including community organizations, individuals who were impacted by law enforcement, and law enforcement."

City Council appointed twenty-one (21) members to the Reimagining Public Safety Community Task Force on October 6, 2020. The Task Force was initially set to sunset on June 30, 2021. On May 19, 2021, City Council extended the term of the Task Force to September 30, 2021. On September 14, 2021, City Council extended the term of the Task Force to June 30, 2024.

At the October 25, 2023, regular meeting of the Task Force, Task Force members voted to place an item on the agenda to discuss and vote on a recommendation to Richmond City Council to sunset the Task Force. Task Force members noted that the original goals of the Task Force will have been achieved upon completion of the Community Advisory Board proposal recommendation. Members also cited recent challenges to meet quorum.

Task Force member Cantú shared a presentation regarding sunseting considerations. Suggested topics and actions include a celebration, review of Task Force impact, thank you, community input, and next steps.

**ATTACHMENTS:**

- Presentation on Task Force Sunseting Considerations



# Reimagining Public Community Safety Taskforce

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## Sunsetting Considerations



# Topics and Actions to Consider

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- Celebration
- A Review of Taskforce Impact
- Thank you
- Community Input
- Next Steps

# Celebration

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- Catering if there is a possible budget
- Potluck if there is member capacity
- Snacks or cake as a lighter option

# A Review of Taskforce Impact

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- Invite all TF members (new and resigned)
- Invite City Council + Mayor
- Invite all Program Staff and Participants to share their experiences
- TF members work with staff to create a deck, video, review in photos of impact

# Thank yous

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- Write thank you letters to each other (TF members + staff)
- Give speeches on how this work has impacted you and our community
- Coordinate giving small gifts to each other + staff (White elephant, Secret Santa, etc, Winter Gift Exchange)

# Community Input

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- Invite the community to our final meeting
- Encourage public comments on various programs
- Share stories via public comment at City Council meetings of how this work has impacted the city

# Next Steps

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- Join another Board, Commission, Taskforce or Committee with the City of Richmond
- Present the finalized recommendation of the sunset to City Council with a community impact presentation
- Continue to advocate for programs, policies, and proposals that reimagine public safety



**REIMAGINING PUBLIC SAFETY COMMUNITY TASK FORCE**

**DATE:** January 24, 2024

**TO:** Members of the Reimagining Public Safety Community Task Force

**FROM:** LaShonda White, Deputy City Manager – Community Services, Task Force Staff Liaison

**SUBJECT:** Monthly City Council Reports

**STATEMENT OF THE ISSUE:**

The Reimagining Public Safety Community Task Force will discuss and approve an assignment for the February 2024 monthly report to City Council. The Task Force will also discuss and approve a substitute if a Task Force member cannot provide the scheduled presentation.

**RECOMMENDED ACTION:**

DISCUSS and APPROVE an assignment and substitute for the City Council monthly report for February 2024.

**DISCUSSION:**

The Task Force has a standing item on the City Council agenda during their second regular meeting of the month. Because presentations to City Council are made on behalf of the full Task Force, the structure and presenters for future presentations need to be determined.

On November 1, 2023, City staff received notification that going forward, any monthly reports from the Task Force, along with other department reports such as the one presented from Public Works and Police Department, will now be a monthly written reports on the consent calendar instead of a verbal presentation.

For the February 20, 2024 City Council meeting, the designated Task Force member will need to submit a written report and/or slide deck to City staff by February 5, 2024, to ensure the item is included in the published agenda packet.