

## Report from a Committee Meeting of the CAB – Outreach & Community Engagement Subcommittee (OCEC)

Group Name	Outreach & Community Engagement Subcommittee (OCEC)	Date	8/17/21
Chair	Nakenya Allen	Time	10:00AM-11:30AM
Recorder	Michael Pitts	Location	Web Meeting (Zoom)

### MEETING ATTENDED BY THE FOLLOWING

Crawford Carpenter (Vice Chair)	Michael Pitts	Staff: Nicole Popczuk
Melvin Russell	Monique Tate	Dale Harrington
Carol A.	Emily Webb	Cheryl Sudduth

### MEETING HIGHLIGHTS

- Welcome, Introductions & Announcements
  - Convened – 10:00 a.m.
- Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
  - No Public Comment was received.
- Approval of the Minutes from the July 20, 2021 CAB OCEC Subcommittee Meeting [VOTE]
  - No Public Comment was received.
  - Motion: Crawford Carpenter
  - Second: Michael Pitts
  - Passed unanimously
- CAB Overview Presentation (Michael Pitts, Crawford Carpenter, Nakenya Allen)
  - Public Comment was received.
  - Discussion: See video here for more details: <https://youtu.be/FPzv9Fmx65w>

- Michael Pitts: Thanked Crawford for running this meeting as if it was someone's first meeting; Would like to bring this suggestion to the full body;
  - Dale Harrington: Thanked Michael for presentation and cleared up things for him;
- Discuss CAB Talking Points w/ Preliminary Timeline [VOTE]
  - Public Comment was received.
  - Discussion: See video here for more details: <https://youtu.be/FPzv9Fmx65w>
    - Michael Pitts: Talking Points should be on the agenda for all Subcommittees this month;
    - Nicole Popczuk: Confirmed that all Subcommittees had Talking Points on their agenda this month, but Programs & Services will provide their input to Michael/ORJ as their meeting was canceled this week due to lack of quorum;
    - Crawford Carpenter: Reviewed the summary of additions on Page 19 with the Subcommittee;
    - Melvin Russell: Common themes across different committees are issues with inclusion, diversity, equity, trauma, etc.; Need for a unified message;
      - Michael Pitts: The Policy & Budget Subcommittee did do a diversity presentation at the last General CAB Meeting on 8/12/21 that he anticipates would incorporate this theme;
  - Motion: Crawford Carpenter made a motion to include the items listed on Page 19 as Talking Points with an amendment to add mental health and trauma as additions;
  - Second: Michael Pitts
  - Passed unanimously
- Discuss Recruitment & Outreach Strategy for West County
  - Public Comment was received.
  - Discussion: See video here for more details: <https://youtu.be/FPzv9Fmx65w>
    - Crawford Carpenter: Would like to identify which State Senators/Legislatures work with West County and to identify a contact for each CCC city; Crawford will work with Nicole offline;

- Dale Harrington: City Council Members could be a good resource; Walnut Creek Mayor Wilk could possibly assist in contacting the Mayors from other cities;
  - Nicole Popczuk: ORJ will follow-up on getting CAB Membership announcement on Supervisor Gioia Newsletter;
  - Emily Webb: Co-workers work in West County and have been looking to do outreach; Municipal Advisory Councils called (MACS) and RYSE Center would be other resources;
- Standing Agenda Item for Membership Status
  - Public Comment was received.
  - Discussion: See video here for more details: <https://youtu.be/FPzv9Fmx65w>
    - Crawford Carpenter: Can we add attendance as a standing attachment?
    - Michael Pitts: Would prefer to not show attendance; Will remind full CAB to let ORJ know if they plan to be absent;
    - Melvin Russell: Quorum issues not unique to CAB;
    - Nicole Popczuk: ORJ may be introducing a recurring CAB Planning Meeting to follow the last Subcommittee of the month to plan agendas for the next month; This would not be a public meeting; More to come;
- Next Steps
  - Discussion: See below in "Next Steps".
- Adjourn to next Subcommittee Meeting: September 21, 2021, 10:00 a.m. to 11:30 a.m.
  - Adjourned – 11:12 a.m.

#### NEXT STEPS

- Crawford Carpenter volunteered to do the report out at the CAB General Meeting on 9/9/21;
- Agenda Items for September:
  - Standing Agenda Item for Membership Status

- Progress towards scheduling CAB Membership notice to appear in BOS newsletters;
- Progress towards identifying City Mayor contacts; Nicole to work with Crawford offline;
- Ambassadors Program Form Letter: Michael will forward to Nicole;

#### ACTION REQUESTED OF FULL CAB

- Present Talking Points to full CAB; Michael to remind Subcommittee Chairs to run each meeting as the community's first meeting; Michael to remind full CAB if you're going to be absent to let ORJ know;

#### IMPORTANT DATES

- Next Subcommittee Meeting: 9/21/21 @ 10:00AM-11:30AM

#### ATTACHMENTS

- None.