

AGENDA

Russell City Restorative Justice Steering Committee Meeting

Wednesday, February 8, 2023

6:00 p.m. – 8:00 p.m. (PST)

Meeting called by Aisha Knowles (Steering Committee Chair)

Attendees:
Committee Members: Gloria Moore, Aiyana Knowles, Michael V. Johnson, Aisha Knowles, Deborah Harris, Marian Johnson, Elizabeth Sanchez, Toni Wynn, Carolyn Johnson, Michael D. Johnson, Rebecca Hill-Long, Cindy Torres
City of Hayward Staff: Regina Youngblood, Assistant City Manager, Michael Lawson, City Attorney, Jenny Chacon, Equity and Inclusion Officer

Please read: Additional Instructions below

Please bring: Please consult Additional Instructions below

6:00 pm – 6:05 pm	1. Steering Committee Member Roll Call ⁽¹⁾ Confirm committee quorum established	Aisha Knowles
6:05 pm – 6:15 pm	2. Committee Chair Remarks <ul style="list-style-type: none">○ Communications Protocols for the City of Hayward and the Steering Committee○ Additional updates	Aisha Knowles
6:15 pm – 6:35 pm	3. Old Business Approve Collective Definition of Reparative Justice ⁽²⁾	All
6:35 pm – 7:00 pm	Facilitator/PM Candidate Selection Process ⁽³⁾ <ul style="list-style-type: none">● Review / discuss any proposal submissions● Vote on any proposals submitted	All
7:00 pm – 7:15 pm	Future Meeting Dates / Times for Committee <ul style="list-style-type: none">○ Please See Draft Meeting Planning document	All
7:15 pm – 7:35 pm	Consider expanding Steering Committee Membership	All
7:35 pm – 7:50 pm	4. New Business	All
7:50 pm – 8:00 pm	5. Follow-up / Action Items / Next Steps Follow-Up / Action Item 1 Assignee Follow-Up / Action Item 2 Assignee	All

8:00 pm	Meeting Adjournment	All
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Additional Instructions:

- (1) Committee quorum = 7 members present;
 - All decisions made by a majority vote of the Committee Membership;
 - Alternate Members participate in all Committee discussions and vote as needed to ensure that a quorum for the meeting is established and to hold a vote.
 - The Steering Committee has voted to follow Robert's Rules of Order
- (2) This agenda item (Discuss/Define What Reparative Justice Means) is the platform that our Committee will use to come to a collective understanding of what reparative justice means and looks like.
 - Our Committee has not had an opportunity to define what reparative justice means to the Russell City Community, or how we want to address the harm that the City of Hayward issued an apology for, who else is accountable, and what form(s) of restitution are required to "repair" that harm.
 - What does success look like if reparative justice and restitution is achieved for the Russell City Community?
 - How do we ensure that meaningful reparative justice is achieved considering the ethnic diversity that existed in Russell City?
- (3) In email communications subsequent to the 12/14/2022 Steering Committee Meeting, the Assistant City Manager stated the City of Hayward has encouraged the Steering Committee to **"continue to meet without their facilitation, which has always been their plan."** To that end the membership of our Committee has been tasked with securing our own facilitator / project management to support the work of the Russell City Restorative Justice Project.

In order to accomplish this task each member of the Steering Committee was asked to:

- **Identify potential facilitators / project management consultants that we may interview and select**, and vet to contract with the City of Hayward to support the work of the Steering Committee.
 - We are seeking potential facilitators / project managers that have **background and experience in the areas of (1) reparative and restorative justice, (2) racial equity and or (3) have consulted and engaged in community development / empowerment projects.**
 - Please have them provide us with the following background materials that will help us understand the qualifications and expertise to take on this work and support the Steering Committee:
 1. A capability statement for the Committee to review and
 2. A draft of a high level scope of work for the Russell City Restorative Justice Project so we can evaluate how they would approach the work
- There is a budget (provided by the City of Hayward) that we have to work with to hire the selected facilitator / project manager to support our Committee's efforts.
- **We will review submissions from all potential candidates Steering Committee members have identified during the meeting on February 8, 2023.**