

Incarceration Prevention and Reduction Task Force Steering Committee

11:00 a.m. - 12:30 p.m., May 5, 2022, Remote-only virtual meeting

If you require special assistance to participate, please contact the County Council Office at least 96 hours in advance.

Link to join Zoom Webinar

Attendees will join the Zoom Webinar without audio or video controls. Webinar Host will invite attendees to speak at the appropriate time during the meeting

- [Link to join meeting](#)
- Call in phone number: (253) 215-8782
- Webinar ID: 858 0369 1743
- Password: 17783

AGENDA

Land Acknowledgement Statement: Before we begin, we acknowledge that we are gathered on the traditional and unceded territory of the Lummi, Nooksack, Samish and Semiahmoo People who have cared for and tended this land since time immemorial. Truth and acknowledgment are critical to building mutual respect and connection across all barriers of heritage and difference. We begin this effort to acknowledge what has been buried by honoring the truth. We pay respect to their elders past and present. Please take a moment to consider the many legacies of violence, displacement, migration, and settlement that bring us together here today. And please join us in uncovering such truths at any and all public events.

PROPOSED DRAFT LANGUAGE FOR INCLUSION ON ALL AGENDAS

GARE acknowledgement statement: The Incarceration Prevention and Reduction Task Force and its committees are committed to considering the impact of its deliberations and recommendations for public sector policies and procedures on race, ethnic, (and gender, citizenship, other marginalizing factors?) equality through the use of the Government Alliance on Race and Equity (GARE) racial equity toolkit.

Packet Pages

1. Call to Order

2. Update on Justice Project and Stakeholder Advisory Committee

Update/Barry Buchanan, Stephen Gockley, Jack Hovenier

3. 2022 Annual Report *To be Distributed* *Review & Discussion*

4. GARE Implementation Strategy for the IPRTF 1 – 2 *Discussion/Mike Parker and Stephen Gockley*

5. IPRTF communications contract draft scope of work 3 – 11 *Update/Barry Buchanan*

- Are the deliverables in the proposed contract and in the Pyramid Communications proposal adequate for what the IPRTF originally envisioned?

6. IPRTF budget for 2023-2024 biennium

Discussion

7. Items for the next IPRTF agenda

8. Other business

9. Public comment

1. If you would like to speak, virtually “raise your hand.”
 - a. Online: select the Raise Hand icon
 - b. Phone: Press *9

2. When called upon to speak, unmute your microphone. Inform the Webinar Host if you would like to enable your video during your comments.
3. Please state your full name for the record.
4. Staff will disable your microphone when you are done speaking.

10. Adjourn

Meeting summary of the previous meeting is included at the end of the packet for information only. Committee members may suggest changes and/or corrections to the draft summary to jnixon@co.whatcom.wa.us. Audio recordings are the official meeting record and can be found on the IPRTF and committee [website](#).

PROPOSED DRAFT LANGUAGE FOR INCLUSION ON ALL AGENDAS

The IPRTF applies the GARE Equity Toolkit questions when: assessing systems, processes, workflows; considering a problem and/or solution; creating a new subcommittee; proposing interventions; presented with new evidence-based programs. The toolkit questions are:

1. **Proposal:** What is the policy, program, practice or budget decision under consideration? What are the desired results and outcomes?
2. **Data:** What’s the data? What does the data tell us?
3. **Community engagement:** How have communities been engaged? Are there opportunities to expand engagement?
4. **Analysis and strategies:** Who will benefit from or be burdened by your proposal? What are your strategies for advancing racial equity or mitigating unintended consequences?
5. **Implementation:** What is your plan for implementation?
6. **Accountability and communication:** How will you ensure accountability, communicate, and evaluate results?

Upcoming Meetings

Visit the [Task Force website meeting calendar](#) for the most up-to-date meeting schedule

At this time, all meetings are held via remote-only Zoom Webinar

<u>IPR TASK FORCE</u>	<u>COMMITTEES</u>				
	<u>BEHAVIORAL HEALTH</u>	<u>LEGAL & JUSTICE SYSTEMS</u>	<u>CRISIS STABILIZATION FACILITY</u>	<u>INDEX</u>	<u>STEERING</u>
Monthly 2 nd or 3 rd Monday 9-11 AM	Monthly 3 rd Tuesday 9:00-10:30 AM	Monthly 2 nd Tuesday 11:30 AM – 12:30 PM	Quarterly, 3 rd Thursday 9:30-11:00 AM	Bi-monthly 1 st Thursday 1:30-3:00 PM	Monthly Various Thursdays 11:00 AM - 12:30 PM
May 16 June 13 July 18 August 15 September 19 October 17 November 14 December 19	May 17 June 14*(11:30-1:00) July 19 August 16 September 20 (11:30-1:00) October 18 November 15 December 13* (11:30-1:00)	May 10 June 14 July 12 August 9 September 20* October 11 November 8 December 13	July 21 October 20	June 2 August 4 October 6 December 1	June 2 July 7 August 4 September 8 October 6 November 3 December 8

* Alternate meeting day

Meetings in bold are quarterly joint meetings of the Behavioral Health and Legal & Justice Systems Committees

GARE IMPLEMENTATION STRATEGY NOTES:

1. Triggers for using the toolkit:

- When looking at a problem and/or solution
- Creating of a new IPRTF committee
- Presentation of new evidence-based programs
- Others?

2. **Recording the use of the toolkit:** A form would be filled out and 1. Attached to the meeting summary, 2. Added to the website in the “Notes” column, and 3. Add a link to the video when it was discussed to the minutes and the form.

NEXT STEP: Determine all the fields to be included on the form (and/or the column and row titles of an Excel spreadsheet)

3. **ACTION ITEM:** Add disclaimer to all agendas: (Draft) “The Incarceration Prevention and Reduction Task Force and its committees is committed to considering the impact of its deliberations and recommendations for public sector policies and procedures on race, ethnic, (and gender, citizenship, other marginalizing factors?) equality through the use of the [Government Alliance on Race and Equity \(GARE\) racial equity toolkit.](#)”

4. **ACTION ITEM:** Written recommendation to the County Council and/or County Executive, including recommendations contained in the annual report, should include a notation that the IPRTF considered the recommendation through the lens of the RE toolkit in its deliberations (and generate findings?)

5. **ACTION ITEM:** Consider assigning a GARE discussion leader for the IPRTF and in each committee.

6. **ACTION ITEM:** Talk to Barry about creating a GARE implementation committee at the County?

7. **ACTION ITEM:** Check in with GARE staff after the annual membership meeting regarding 1. organizational changes and restructuring of the member portal, and 2. cross-sector collaboration.

8. **ACTION ITEM:** Mike Parker to email Tyler Schroeder about how non-county employed boards and commissions members could access the GARE portal.

9. **ACTION ITEM:** Routinely search the member portal website and the public website when a particular topic comes before the IPRTF or its committees.

10. **ACTION ITEM:** Add agenda items to IPRTF agendas based on content found in the GARE member portal website and public website.

11. Future steps for IPRTF/Steering:

- Analysis of the makeup of the IPRTF and committees
- Engage with the Racial Equity Commission
- Work with the Communications Consultant on better messaging and public engagement

(Description of agenda item, discussion topic, policy proposal, etc.)

Discussion item questions		Policy proposal questions		Other possible questions	
Questions	Notes	Questions	Notes	Questions	Notes
What are the most important racially equitable community outcomes related to this issue?		Which racial equity opportunity area(s) will this issue primarily impact? (i.e., criminal justice, re-entry, behavioral health, education, etc.)		What are the greatest opportunities for creating change?	
What data do we have on this issue? How robust is it? What does it tell us?		What are the racial demographics of those impacted by the issue?			
What data is missing? How can it be gathered?		Have we involved community members and stakeholders?			
		What does data and conversations with stakeholders tell us about existing racial inequities that influence people's lives and should be taken into consideration?			
		How will the policy increase or decrease racial equity? Potential unintended consequences? Benefits?			
		How will the policy be evaluated and how will those in charge of executing it be held accountable?			

EXHIBIT A (Scope of Work)

I. Background

Incarceration Prevention and Reduction Task Force

The Whatcom County Incarceration Prevention and Reduction Task Force is a County Council-appointed body of local elected officials, law enforcement and criminal justice officers, courts, citizens, public health professionals, and social service agencies to reduce incarceration through enhanced services along the entire continuum of care, from prevention to post-incarceration.

People with mental illness and chemical dependency have a significant impact on the criminal justice system, jail population, and emergency medical system. Many people return to jail or the emergency room repeatedly as a result of behavioral health struggles. These individuals, and the community as a whole, are better served through robust prevention, treatment, and diversion programs.

Since the Task Force was founded in 2015, it has achieved a number of major accomplishments in the community. However, those efforts have largely gone unnoticed by our residents. Therefore, the Task Force will engage a communications strategist individual or team to assist us with improving our public communication efforts.

II. Statement of Work

Goal 1: Work with the IPRTF and its Steering Committee to create a public communication campaign framework around key Task Force initiatives, projects, key focus areas, activities, or messages to communicate to the target audience(s). The goal of a successful communications campaign is to significantly raise awareness of and educate the community about recent achievements and current and future activities. A successful campaign will use public communication best practices that will enhance and optimize the IPRTF's current efforts with:

- Public information and outreach
- Consultation that requests feedback from the public
- Public participation that engages the public in informed dialog with the Task Force

Goal 2: Develop a communications framework that the Task Force, Steering Committee, and staff can implement when future achievements and initiatives arise. Task Force members should be able to create a targeted message on a topic and direct staff to develop and deliver related content. A successful communications framework will:

- Create a standardized process and design for a variety of different topics and key messages
- Define standards, best practices, and guidance for creating engaging content and messaging
- Include a toolkit of communication materials that can be used as templates for future communications
- Determine the most effective content distribution channels for each target audience group

Tasks:

- Meet (in person or remotely) with the IPRTF Steering Committee to: 1. Define overall goals, expectations, and outcomes of the contract; 2. Review and refine core message(s) for Task Force initiatives and projects; 3. Discuss potential target audience groups for each core message, and; 4. Review the Task Force's current communications efforts and capabilities and discuss potential improvements
- Review and analyze relevant IPRTF reports and other written materials on the designated initiatives and projects, website, and the current potential new means of public engagement for all jurisdictions within the county.
- Identify all potential target audience groups, such as policy-makers, Tribes, BIPOC community, low-income communities, individuals with lived experience in the criminal justice system and their families, service providers, partner agencies, business owners and employees, local media, community influencers, etc.
- Analyze and identify where the target audience groups get their information about local government and how they prefer to engage with local government.
- Determine the most strategic communication methods for each target audience group, including: content attributes (for example, the effectiveness of personal stories vs. data), outreach materials, and distribution channels, such as optimizing the use of the County website, direct outreach, social media, speaking at events, public forums, infographics, newsletters, traditional media, and other materials, etc.
- Evaluate the current communication efforts to determine what is working, what is not working, and what is missing.
- Meet (in person or remotely) with the IPRTF and/or Steering Committee to present the recommendation for communications campaign plans.
- Ensure that all content and messaging use plain language, using the federal plain language guidelines. See: <https://www.plainlanguage.gov/>
- Develop a process for evaluating the success of the targeted communication campaign(s) and future campaigns.
- Educate and provide written tips and guidance to the IPRTF members and/or staff on how to create an effective message and content that is tailored to a specific audience, using best practices for public communication of local government information. Include case studies of similar messaging frameworks that have been successful.
- Create templates for content and outreach materials that can be used in current and future campaigns, such as brochures, infographics, community presentations, press releases and other media announcements, newsletters, social media content, and other marketing materials

Deliverable(s):

Submit deliverables within 6 months of the executed contract

1. Two to four refined key campaign messages to communicate to the target audience(s) and/or community at-large regarding Task Force initiatives, projects, focus areas, or activities.
2. A detailed campaign strategy for each key message that the IPRTF can implement immediately. For each message, the strategy will include:
 - Final, refined message
 - Target audience group, including local media
 - A toolkit of messaging materials
 - Content distribution channel(s) and/or strategy
3. A process that would evaluate the success of each communication campaign, including data that can be collected and analyzed.
4. Written or in-person public communications training for key IPRTF members and staff to implement: 1. routinely, and 2. when future achievements and initiatives arise. Training should include public communications best practices and:
 - Enable IPRTF members to develop future key communications campaign messages that will effectively engage and inform the targeted audience, and
 - Enable IPRTF staff to implement an effective communications strategy, and
 - Enable IPRTF members and staff to improve routine communications with the public at-large
5. Create a final report on a communications framework that includes:
 - A spreadsheet that lists all target audience groups, including specific stakeholders and influencers within each group, and the appropriate content type and distribution channel(s) for each group
 - Templates for future marketing and outreach materials
 - Recommendations for additional efforts or improvements to existing efforts in routine public communications
 - Case studies (2-3) showing successful examples of messaging campaigns in other communities that were focused on similar topics. Provide a 1-2 page summary including details of the campaign topic, methods for messaging, target audience, estimated cost of campaign, and the results and value provided by the campaign.

III. Qualifications

The individual consultant and/or team should have:

- Minimum of 4 years' experience in a marketing communications field
- Minimum of 2 years' experience with web-based marketing campaigns
- Demonstrated experience in public relations and communications with a government agency
- Excellent writing/editing and verbal communication skills
- Graphical design and layout experience
- Knowledge of social media strategies highly desired

MEMORANDUM

To: Jill Nixon, Barry Buchanan and Tyler Schroeder
From: Sakara Remmu and Emily Goetz
Date: April 15, 2022
Re: Revised communications strategy proposal to Whatcom County

Thank you for spending time with our team, and for the opportunity to continue the conversation about how we can best support Whatcom County's path forward to transform its criminal justice and public safety systems in service of community safety, wellness, and care.

We understand there has been great progress made in this work already, but with little communication about it. We understand the County's priority for this initial body of work is to increase awareness and understanding of what's already been accomplished, and to build connection to and support for the path forward.

Whatcom County's success—or the success of any local government—will depend on understanding the existing perspectives of the communities it serves. Whatcom County has expressed an awareness that it is in an “echo chamber,” when it comes to the perceptions of those working in and closely with government; there is both a need and desire to expand and sustain community engagement and outreach.

Our approach to helping Whatcom County achieve its desired goals will begin with understanding the existing perceptions of communities in the County. In part, we'll achieve this by developing and testing sample messaging that not only highlights successful County public safety and wellness initiatives, but that tells a comprehensive story and vision of Whatcom County and its initiatives, aligned with the values and goals of the residents who live there.

Our revised recommended approach to the work is outlined below.

OUR APPROACH**Phase One: Develop communications campaign for key messages****IPRTF Phase One: Communications Campaign Development | Project Launch (Revised)**

We will kick off the work together with a project launch meeting to introduce our teams; discuss and align around goals for the work and how we'll measure success; and to identify, segment, and prioritize key stakeholders and the audiences we'll need to engage to succeed. We'll talk through how we can best engage the IPRTF Advisory Group in the work to come; build our contextual understanding of what's taken place leading up to this body of work, what can be built from and where the most significant challenges have shown up to date; and align on how we can best work together. Following the project launch meeting we'll deliver a work plan and timeline to guide our next steps.

***Deliverables:** Work plan and timeline*

IPRTF Phase One: Communications Campaign Development | Vision and Goal Setting; Key Messaging (Revised)

Building from what we learn in the project launch meeting, we would come together for a facilitated two-hour session with consultants' core project team and the IPRTF Advisory Group focused on two areas:

- **Vision and Goal Setting:** Together, we will explore and align around a shared vision for success. We would ask and answer: In six months from now, a year, and/or two years, if the County is ideally successful, how will we know? What will be different? What will be in place? Where are we today, relative to that vision for success? And what will it take to move from today's reality to success?
- **Key Messaging:** Together, we will explore and understand the foundation of creating successful messaging for the County and the IPRTF. We will ask and answer: What are the values of Whatcom County? What are the key themes the County wants to communicate? Where does "the story" begin? We'll identify the key messaging priorities of focus now.
- **Community Engagement:** As an initial step to community engagement work, we'll work in collaboration with the IPRTF Advisory Group to build our understanding of the landscape, where engagement is strong, where it needs to be strengthened, and more.

***Deliverables:** Vision and goals summary; messaging priorities*

IPRTF Phase One: Communications Campaign Development | Narrative and Message Development (Revised)

We'll build from our assessment work and the vision and goal setting session to develop an overarching narrative and message framework to guide how we talk about this body of work as a whole, and the key initiatives and programs that fall within it moving forward. Narrative and messaging will be strategically developed to advance our goals in the context of the landscape we're communicating in, will reflect the demographics of the County, and align people through shared values toward a clear vision for success.

- **Message Testing:** In addition to working closely with the Advisory Group to ensure the effectiveness and cultural relevance of the narrative and messaging we create, we will work with the County to identify key audience segments to engage in message testing. Message testing will likely take the form of an online survey and two-three follow up, informal focus groups.
- **Audience Mapping:** We will work together to map our audiences and power. We'll build from initial conversation on audiences to map where power lies and how it informs and impacts experience—and the community engagement and communications strategies to come.

***Deliverables:** Message testing narrative and message framework; audience mapping*

Phase Two: Develop communications framework for future achievements and initiatives

IPRTF Phase Two: Communications Framework I

Planning and Strategy and Needs Assessment

In phase two work, we'll start by gathering to review what's been accomplished to date; to discuss shared learnings; and identify the greatest opportunities to embed new best practices specific to Whatcom County in community engagement and communications. We'll dig into ongoing programs and initiatives that fall within the purview of our work; conduct an assessment of the social, cultural, demographic, and political landscape this work is taking place in; and spend time with the IPRTF, to align our thinking to their work and roles to date, and capacity to engage and implement community engagement and communications plans.

***Deliverables:** Needs assessment report*

IPRTF Phase Two: Communications Framework I Framework for Communications

Our conversation will inform the development of a framework for communications moving forward in Whatcom County. The framework will identify a standard approach to communicating around this work, identify best practices, key considerations, specify ideal channel use and timing, provide message guidelines and best practices to align to, and detail how community engagement continually intersects with and is core to communications, and more based on our planning and strategy conversation. Our team will develop a framework plan, and engage in collaborative review and revision with the IPRTF and our core working group to finalize. The framework will center and prioritize accessibility.

***Deliverables:** Framework for communications*

IPRTF Phase Two: Communications Framework I Toolkit template

We will develop a template for a communications toolkit to complement the framework and offer guidance on the key messages, content and assets that should be developed for each initiative's execution. The toolkit will include a media list to support communications moving forward.

***Deliverables:** Initiative communications toolkit template; media list; materials TBD based on plan*

IPRTF Phase Two: Communications Framework I Communications and Community Engagement Plan

We will develop an integrated communications and community engagement plan that is informed by the Advisory Group, needs assessment, audience and power map, and more—and grounded in a clear-eyed vision of success and where we are today relative to it. The plan we create will include: Goals; Measures of success; Audiences, segmented and prioritized; Identified influencers, ideal facilitators and messengers; Communications and Community engagement strategies; and a work plan and timeline to guide implementation. The plan will include and prioritize community relationship management planning and strategies, which will work to ensure a structure and methodology is in place to sustain community engagement in the County in ways that are authentic to the people we seek to engage and that support capacity and continued appetite to engage, as well as trust in the process and relationships.

***Deliverables:** Communications and community engagement plan*

IPRTF Phase Two: Communications Framework I Training

Finally, we will develop a custom training for IPRTF members and staff on communications, messaging, media and community engagement. The training will stay high-level to ensure its applicability to the larger team, and will seek to align staff around core best practices and shared thinking and methodology in how we communicate and why. We can develop additional and more specific communications and community engagement trainings for team members leading specific portions of work as best serves.

Deliverables: *One communications training workshop (likely half day) for IPRTF members and staff*

YOUR PYRAMID TEAM

Sakara Remmu will serve as the lead strategist on this body of work, guiding the framing and content strategy of narrative and message development, for communications planning, and development and planning, as well as on the development of a sustainable communications framework and community engagement strategy.

Sakara Remmu, Temple Water Consulting

Sakara Remmu is a diversity, inclusion, and equity professional and strategies consultant with more than 25 years of experience in equity and root cause analysis, strategic planning, project management, human resources consulting, as well as curriculum development and training facilitation.

Distinctly focused on integration of sustainable and data-driven solutions, Sakara's expertise helps clients move from the theory of diversity, inclusion, and equity, to actualizing change; working with a wide array of professionals and companies in traditional and non-traditional fields, including human services, civil rights, law enforcement, post-secondary education, engineering, public health, construction, and the government sector.

Sakara is adept at building diverse coalitions, identifying ways to maximize existing resources to fuel new and lasting solutions, and negotiating mutually beneficial agreements with partners while maintaining and broadening client outcomes.

Emily Goetz will serve as a primary day-to-day point of contact for this body of work. Emily will lead our team of strategists, support project launch and core administration, provide ongoing project management, and engage additional team members along the way to ensure the work is best resourced—whether earned media specialists, digital content strategists, designers, or others. Emily will advise on narrative and message development, support communications planning and the development of a sustainable communications framework.

Emily Goetz, Pyramid Communications

As a listener and creative problem solver, Emily helps organizations sift through competing demands and goals to identify successful paths forward. She plays dual roles at Pyramid, driving business growth as CMO, while also leading multidisciplinary teams for special projects, such as Pearl Jam's Home Shows initiative, the 2020 Census campaign and work with Black Lives Matter Seattle-King County and the Washington Black Lives Matter Alliance. She was recognized by the

Portland Business Journal in the 2018 40 under 40 class and serves as board chair for p:ear, which works with homeless and transitional youth.

***John Hoyt** will serve as an advisor to our core team bringing political and strategic insight and experience working in Whatcom County. John will advise on communications strategy, messaging testing and community engagement, and government relations and political strategy as needed.*

John Hoyt, Pyramid Communications

John founded Pyramid based on his belief that a company could be successful working only for good causes. He specializes in communications work and high-level strategic and fundraising campaigns and initiatives that benefit from his political expertise. His recent clients include the Mandan, Hidatsa and Arikara Nations, the Puyallup Tribe of Indians, Earthjustice, Cascade Public Media, and Pearl Jam's Vitalogy Foundation.

***Candace Jackson** will serve as an advisor to our core team as needed, focused on message and content strategy, and advising on community engagement strategies.*

Candace Jackson, Pyramid Communications

Candace is a visionary, values-based health equity strategist committed to driving change alongside communities. With more than 10 years of experience in the government and nonprofit sectors, she is passionate about being accountable, building, and healing with her community. She co-founded the African American Health Board was a founding member of the Community Health Board Coalition.

COSTS

Following are costs for the work described above. These costs do not include the cost of team travel to Whatcom County, materials production, stock photography purchase or the costs of paid advertising and materials production.

IPRTF Phase One: Project Launch (Revised)	\$3,800
IPRTF Phase One: Vision and Goal Setting; Key Messaging; Community Engagement (Revised)	\$6,000
IPRTF Phase One: Narrative and Message Development (Revised)	\$26,000
IPRTF Phase Two: Planning and Strategy and Needs Assessment	\$7,500
IPRTF Phase Two: Framework for Communications	\$14,500
IPRTF Phase Two: Toolkit template	\$6,500
IPRTF Phase Two: Communications and Community Engagement Plan	\$14,500
IPRTF Phase Two: Training	\$8,000
TOTAL COSTS	\$86,800

Incarceration Prevention and Reduction Task Force: Steering Committee

Meeting Summary for April 7, 2022

Agenda item links to YouTube video are functional at the time this meeting summary was created, however, YouTube links may change. Links in this document will not be updated. Please refer to the time notation on each agenda item.

1. Call to Order

Committee Chair Barry Buchanan called the meeting to order at 11:00 a.m. The meeting was held via remote-only Zoom Webinar.

Members Present: Barry Buchanan, Caleb Erickson, Arlene Feld, Stephen Gockley, Dan Hammill, Jack Hovenier, Raylene King, Perry Mowery,

Members Absent: Mike Parker, Tyler Schroeder

2. [Update on Justice Project and Stakeholder Advisory Committee \(00:01:03\)](#)

Erickson gave an overview of what would be covered at the Stakeholder Advisory Committee (SAC) meeting, which was scheduled for later in the day.

Gockley and Buchanan said that they had been contacted by a reporter and asked if the other members if he could speak to the reporter about the work of the SAC and the IPRTF. Committee members and Legislative Coordinator Jill Nixon discussed whether that was permissible under the guidelines for boards and commissions.

Buchanan reported that the meetings with the SAC members and the IPRTF co-chairs have been successful. Committee members discussed the idea of holding additional discussion meetings and brainstormed the best way to go about that. Conversation revolved around the best format for the meetings, how and when to take questions, and the ideal length for meetings. There was agreement that more meetings with subject matter experts available would be useful. Members also agreed that the upcoming joint meeting should be made available for SAC members to participate in and the agenda should be changed to make time for questions from SAC members. They discussed the best way to amend the agenda to allow for that.

Conversation on the agenda for the next meeting led to a discussion on the Sequential Intercept Model (SIM) and capacity issues with services offered. Members talked about the services available, realistic expectations for outcomes considering the average length of stay in the jail, and the importance of familiarizing SAC members with the SIM. They also discussed capacity issues, participation rates, and barriers to participation in education programs such as willingness or ability.

3. [Annual Report \(00:55:30\)](#)

Nixon summarized the topics she has planned to include in the report and asked the members for feedback, additions, or subtractions. Each chair gave comments on their committee's section.

Buchanan asked about the status of the Pre-trial Processes Workgroup. Gockley reported that their work was somewhat stalled. Nixon agreed but pointed out upcoming agenda items that could be impactful. Committee members discussed the group, its current work, its value, and its future.

Incarceration Prevention and Reduction Task Force: Steering Committee

Meeting Summary for April 7, 2022

Agenda item links to YouTube video are functional at the time this meeting summary was created, however, YouTube links may change. Links in this document will not be updated. Please refer to the time notation on each agenda item.

4. [Data Dissemination Proposal \(01:09:08\)](#)

Gockley described how and why he came up with the proposal. He said that there is a good amount of data out there, but it is not getting to the Task Force or being made available to the public. He said that the proposal would help to change that. Erickson provided suggestions on how to achieve the goals presented by Gockley's proposal. He proposed making certain statistics and interactive charts or graphs available as a dashboard and making that publicly accessible. Gockley also included answers to the racial equity questions in his proposal and asked for feedback about that. Buchanan moved that they bring the proposal to the taskforce in the near future. King seconded. No vote was taken on the motion, however Gockley and Erickson agreed to work together to refine the proposal and to bring it to the taskforce.

5. [GARE Implementation Strategy for the IPRTF \(01:18:55\)](#)

Gockley reported that he, Parker, and Nixon met once to discuss implementation of the Government Alliance on Racial Equity (GARE) framework and would be meeting again soon. Nixon summarized her notes from that meeting and the ideas that came up, including:

- Creation of a county committee for GARE implementation
- Events that would trigger the use of the GARE framework
- Engagement with the Racial Equity Commission
- Collaboration with the communications consultant

Gockley and Nixon discussed the role that boards and commissions can play in the county's implementation of GARE and the IPRTF's particular commitment to using the framework.

6. [Items for the next Task Force Agenda \(01:23:13\)](#)

Nixon told committee members what is currently on the agenda for the next meeting of the full Task Force. Committee members discussed what they would like to add. Ideas included a discussion and possible formal adoption of Gockley's data dissemination proposal and an update on the communications consultant

7. Other Business

There was no other business.

8. Public Comment

There were no public comments.

9. Adjourn

The meeting adjourned at 12:27 p.m.