

Restoring Relations

Montpelier Community Justice Center

Community Advisory Board (CAB)

Minutes of meeting held Tuesday, January 7, 2020, 5:00 – 7:00 pm

Present: Tony Facos, Pat Hoffman, June Bascom, Mattie Dubé, Jody Emerson, Steve Reynes, Sarika Tandon, Townes DeGroot, Cindy Senning

Absent: Jamie Carroll, Conor Casey, Connie Weems, Stephanie Jean, Nora Dillon, Melanie Smit

ITEM	ACTION
Welcome & Introductions	CAB Members and CJC Staff
Administrative business	- Agenda was reviewed for additions and re-ordered - October meeting minutes approved
Youth Panel recruitment	- Townes reported on meetings he and Nora have been having with TA groups to talk with youth in U32 and other schools. Has received little response from other schools (Harwood, Twinfield, Spaulding, Northfield and Montpelier). 4-5 people have signed up already for the training February 6 and 8. - Sarika spoke of linking restorative practices to work she does on Equity at MHS
MCJC financial and grant update	Yvonne gave update on budget—we're ahead of where we expected to be on income, and expenditures are down. There will be some overlap of salaries when Judy leaves and the new person comes on. ACTV has helped the revenue. Hiring at lower salaries will help budget but ACTV is also going with Yvonne, so there will be less revenue in FY '21. Yvonne is working on balancing the budget for FY '21.
MCJC staff transitions	- When Tony writes new MPD Chief's job description he will be sure to include RJ in it. - Discussed process & timeline for hiring new RJ Program Coordinator. Judy's last day is March 31 and she will work limited hours to train new person between March 13 & 31. Will advertise job at the end of this week and interview in February. - Reviewed Program Coordinator's job description. Plan is to have new RJ Coordinator start on March 13, beginning with a dinner for all volunteers to introduce them. Second hour for RJ Panel volunteers to talk about what was learned in feedback.

	<i>(note: format of this has been updated since the CAB meeting)</i> • Reviewed updated job descriptions for Director positions. Discussed timeline and process. Yvonne will be leaving in June, 2020. • Sarika pointed out discrepancies in wording of the two descriptions and Yvonne will fix. Mattie suggested changing “Marketing” to Digital Communication and Data Management and to trim some of the adjectives. • Yvonne will use feedback from all to revise job descriptions accordingly.
Debrief Washington West meeting	• Some expressed disappointed that there was no one there from the Harwood and few community members in attendance. • Tony mentioned making a direct pitch to State’s Attorneys’ Association for referrals statewide. • This agenda item prompted a long discussion about what the future holds for RJ. June suggested rallying the troops to create better relations with SA and AG so as to generate pre-charge referrals.
Next steps	• Identify any follow up actions, agenda items for next meeting. Next meeting is March 31; invite Derek to next meeting?