



Community Advisory Board Agenda

27 September 2022, 5:00-6:30PM

Memorial Room, Montpelier City Hall

Virtual Zoom Option:

<https://us02web.zoom.us/j/83668555075?pwd=TWxZcU9Ub0ZzNmFTRTdQQjcydE9Rdz09>

ITEM	ACTION
5:00 Welcome & Introductions	
5:10 Administrative Business	Review tonight's agenda for changes or additions Review/Questions about May notes
5:20 Staff Update	Outreach Specialist: Welcome Eva Zimet! Brief updates to be shared
5:30 FY23 Strategic Plan	Roles & responsibilities of CAB members to establish priorities based on the Strategic Plan and set goals
5:35 Diversity, Equity & Inclusion and Restorative Approaches	Little Book of Race & RJ, Chapter 7 "A Way Forward" debrief What struck you about the history told in this chapter? What we should our next steps be toward ensuring MCJC meets our DEI goals?
6:05 Community Outreach Strategy	How are we doing with sharing information about MCJC in the community?
6:15 Community Forums /Educational Events	Schedule Volunteer Appreciation Event and plan for distributing volunteer gifts from the DOC
6:20 Other/New Business	
6:25 Next steps	Future meeting days/times – revisit day of the month, time of day and whether to meet in person, in person with a virtual option or only virtually Facilitator = Note taker =
6:30 Adjourn	

C. Purpose of the MCJC Community Advisory Board (CAB)

1. The CAB, through its own efforts, and by delegation to the Director of the MCJC, will work to create and promote opportunities for learning about, developing skills in, and participating in restorative justice programs. It will also look at creating opportunities and other problem solving processes for the people served by the MCJC. The CAB's mandate will include the following:

- a. Hold the authority for governing the MCJC in collaboration with the Agency of Human Services (Department of Corrections) and the City of Montpelier in accordance with the Memorandum of Understanding that describes that relationship and the MCJC;
- b. Establish, adopt, and actively promote the MCJC's mission, principles, and goals;
- c. Advise the City of Montpelier in hiring, evaluating, and terminating the Director, who will be responsible for the day-to-day operation of the MCJC; provide support to the Director; and give advice to the Director, as requested;
- d. Delegate authority to the Director to carry out the work of the MCJC that accomplishes the stated mission and goals within the boundaries of expressed operating and ethical principles;
- e. Collaborate with the City of Montpelier and other groups, individuals, and organizations to develop objectives for MCJC related programs and services and provide assistance toward implementation, as necessary and appropriate;
- f. Oversee evaluation of services, programs, and projects as necessary;
- g. Advise on financial reports, grant applications and the annual budget as requested by the CJC Director; and
- h. Self-govern and maintain the existence of the CAB.
- i. The MCJC will be operated and governed in a manner that reflects the main beliefs, values, and philosophical perspectives associated with the practice of restorative justice.
- j. In their deliberations, decision-making, and setting of policy and direction for the MCJC, members of the CAB will strive to foster for themselves a community of justice in collaboration with the people served by the MCJC.

Summary of MCJC Objectives for CAB

Full Spectrum of Restorative Justice Programs:

- Maintain relationships with referral sources and build new relationships where there are opportunities to support establishing RJ practices (schools, other organizations)
- Tell the stories of engagement in our programs.

Community Involvement in Restorative Practices:

- Connect with other organizations to assess needs and desires for community engagement and outreach to develop community forums and educational opportunities.
- Encourage the City to include a restorative response to policy and other rule violations. Build conflict management skills to address behaviors before they rise to the level of requiring a disciplinary process.

Expand the Range of the Outreach to Affected Parties Program:

- Provide opportunities for people affected by crime and other incidents to engage in the way that will be most meaningful for them and that will not cause more harm.
- Connect with local legislators to share priorities and needs for program expansion.

CJC Equity and Inclusion Internal Review:

- Include this topic at staff and CAB meetings to keep it in mind in decision making.
- Provide an annual equity and inclusion training opportunity for volunteers.

Ensure Sustainability of the Montpelier CJC:

- Build support for maintaining the CJC with the community, partners and legislators to ensure that we continue to serve the community at full capacity (direct referrals, conflict assistance, responsiveness to unique needs, etc.).