

CJP Steering Committee Meeting #12

AGENDA

Tuesday, February 25, 2024 | 5:30-7:30 PM

Zoom [link here](#) | Meeting ID: 432 771 4795

Project staff

- Jairaj Singh, Monique Smiley, John Wasiutynski, Tim Lynch, Sonrisa Cooper

Meeting objectives

- Gain clear updates on the CJP work plan and outreach strategy.
- Address specific feedback, concerns, and recommendations on the draft CJP.
- Reach a consensus vote on proceeding to the public comment phase of the CJP.

Agenda

Time	Topic Description
5:30 20 min	Welcome / intros • Intros and warm up question: What is one thing you are thankful for that has happened since the last time the group met? • Agenda overview - Meeting Notes
5:50 20 min	CJP Workplan & Outreach Strategy • Progress Achieved: ○ Convened gallery walk/open house event in December. ○ Advanced draft CJP development. ○ Developed outreach plan for Spring. • Key Timeline Highlights: ○ March: Finalize draft revisions based on Steering Committee feedback, format the document, and launch the public comment period (target: March 24th). ○ April - May: Public comment period & community engagement ○ May - June: Incorporate public comment feedback into final draft revisions. Steering Committee vote on the final draft for the Board to review. ○ June - July: Board adoption, plan publication, and launch event. • Public Comment Outreach Strategy - outreach plan here ○ Utilize website, online form, and webinars. ○ Generate media coverage. ○ Conduct in-person outreach (tabling, workshops, presentations). ○ Participate in co-sponsored community events.

6:10 35 min	Focused Discussion: Draft CJP Review • Current Status & Metrics • Key Refinement Areas
6:45 5 min	Break
6:50 25 min	Group discussion continued - CJP draft document • Continued focused discussion on needed revisions. • Final clarification questions before vote.
7:15 10 min	Vote: Proceed to Public Comment - vote on this form • Formal vote on releasing the revised CJP draft for public comment. ◦ Consensus decision making process here
7:25 5 min	Next steps / wrap-up • Finalize plan revisions and formatting. • Develop public comment outreach materials. • Invoice requests for SC members.