



Meeting Minutes

**COMMUNITY COLLABORATIVE COMMISSION - COMMUNITY
SURVEY & RESEARCH COMMITTEE**

STEPHEN JANSEN: CHAIR
Deborah Blanks and Tiodolo Delagarza III,

Thursday, August 4, 2022

12:00 PM

Virtual

Please join the meeting from your computer, tablet or smartphone.

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1. Roll call.

Present Chair Stephen Jansen, Member Tiodolo Present (Recovery and Victim advocate Coordinator/LGBTQ Center), Barbara Cooley (FPC).

2. Discussion on proposed RFP Draft.

-Tiodolo stated that his concerns are: making things accessible to everyone, not just specific populations. People with disabilities being reached out. LGBTQ individuals have higher suicide rates than folks who are heterosexual. I always want to emphasize reaching out to LGBTQ populations in particular. I want to see if the entity who takes this on is LGBTQ informed and knows how to work with LGBTQ populations. What have you done in the past with our population? Is there any follow up on that? I want to be sure that I am relating to the person that I am speaking to based on my experience and my background. Not everything is going to be perfect but I hope individuals who are taking on this survey won't be neglecting other participants and are well informed of LGBTQ populations.

-Deborah stated, You can do that under the category of experience. You can request that they have experience working with a diverse population. Then you can look at them telling us what type of experience that they have. It could be working with a diverse community or being more experienced with the community. It can be a list of things in the proposal. You can ask them about their qualifications, their experience, their approach and their methodology, their deliverables, a GANT chart, their tracking of completion, their budget. This is fairly standard. To be more specific we can definitely do that. We can also give an outline of what we want to have achieved and then ask them to explain how they would do that. A GANT chart is a fancy way of saying we want them to show a breakdown of how they will accomplish goals in different areas. For the major categories if it is communications or research we identify how long it will take to accomplish goals. You would have a column for each month. Then show how long it would take to reach a goal. We can color the code of months. It becomes a listing of tasks that we want to do and a time frame of how to get things

done.

When will the contract start? When will be the official date? We will give them those dates. But what we want to see is what they are looking for in terms of completed tasks and hold them accountable to the progress of their work.

-Deborah stated, if we give organizations 4 to 6 weeks that is better. After you get the proposals it is best to allow 2 weeks of review and select who we want to interview. Perhaps 2 or one interview or one is best. I wouldn't want them to do a presentation until we have brought them in for an interview first.

Chair Steve asked, how long does a survey typically take to reach out to a thousand people?

Deborah stated, You are talking at least 9 to 12 months.

Barbara stated, I would concur. The city is hoping to have a report before the end of the year. Post card mailings and details take time. Stephen stated, It sounds like despite the ambitious effort of a Jan. 20, 2023 deadline, there will need to be a revised date in the official RFP proposal that is later in the year of 2023. We want to get this right. We want to have a high quality survey. I say we should release this September 2023 along with the CJI report in the same month.

Deborah asked, Will there be a connection meeting after the survey? Especially with the release of the CJI report. This is an opportunity to show some unity and how the different data fits together. Barbara stated, the 2022 survey release may be every other year and will come out in December 2022. This is the Police Satisfaction Survey. Deborah stated, rather than have our consultant look at the police survey. You could have a third consultant look at the Police Satisfaction Survey and our survey to see how both surveys are linked and how they differ. It gives more credibility. Less bias in review of the survey.

Barbara stated, the concern would be comparing the 2022 Police Satisfaction Survey with 2023 CCC Survey. The data may not compare. Deborah stated, There still can be a great wealth of information learned. It is built on the idea that you had a third party. It gives a broader sense of what we learned.

Adjournment.

Next Thursday at noon is the next meeting. Meeting end time 12:45 p.m

Minutes provided by Stephen Jansen.

3. Adjournment