



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS

Arts and Culture Commission of Contra Costa County 1025 Escobar Street, 4th Floor, Martinez, CA 94553
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**Monday February 1, 2021 CULTURAL PLAN SUBCOMMITTEE
MEETING MINUTES
4:30PM-5:15PM (US and Canada) ZOOM Invitation**

Committee Chair: District 1: Silvia Ledezma
Senior Commissioner: At-Large-1: Y'Anad Burrell
Commissioners:
At-Large-2: Ben Miyaji

Commissioners Present: Committee Chair: District 1: Silvia Ledezma and At-Large-2: Ben Miyaji

Commissioners Absent: Senior Commissioner: At-Large-1: Y'Anad Burrell

Staff Present:

Senior Management Analyst, County Administrative Office: Monica Carlisle
Contra Costa County Arts & Culture Commission Managing Director: Jenny Balisle

Monday February 1, 2021 MEETING AGENDA 4:30-5:15PM (US and Canada) ZOOM Invitation

1. WELCOME/CALL TO ORDER/ROLL CALL/TIMEKEEPER: (2 minutes)

Meeting called to order and roll call by Chair Ledezma. Commissioner volunteers to be Timekeeper.
SUMMARY: Chair District 1 Silvia Ledezma calls meeting to order at 4:33pm.

2. PUBLIC COMMENT: (2 minutes)

Individuals who would like to address the Arts and Culture Commission of Contra Costa County on relevant matters not listed on the agenda may do so under Public Comment. Public comments cannot result in discussion/action at this meeting.

SUMMARY: No public comments or emails received.

3. CULTURAL PLAN CHARTER ASK: (3 minutes)

Managing Director Jenny Balisle. Senior Deputy County Administrator requests *Mission Goals, Principle, & Work Plan* update, written supplement, and presentation to the Family and Human Services Committee on March 22, 2021.

Public Comment:

Documents: None

SUMMARY: Managing Director shared Senior Deputy County Administrator request for the Arts and Culture Commission of Contra Costa County to share a Cultural Plan Charter to the Family and Human Services Committee. The FHS meets on 3/22 with a docketing deadline will be 3/12. The Managing Director will prepare a presentation (10 minutes max) with a 1-2 pages (most likely max 6 pages) written supplement. On January 28th, Senior Management Analyst shared the original Venture Capital Request. From the original ask: "The Arts and Culture Commission of Contra Costa County (AC5) requests a one-time allocation of \$25,000 to aid in the funding of an Arts and Culture Plan for the County." Chair District 1 Silvia Ledezma shared some background meeting history. Commissioner At-Large-2: Ben Miyaji highlighted how the original ask was confusing.

4. ACTION ITEM: CULTURAL PLAN CHARTER VISION: (15 minutes)

Managing Director Jenny Balisle leads discussion with Chair Ledezma, Commissioner Burrell, and Commissioner Miyaji. Discuss vision for Cultural Plan Charter and reach consensus.

SUMMARY: Managing Director Jenny Balisle leads discussion to clarify the Cultural Plan Charter. Chair District 1 Silvia Ledezma shared the importance of updating information and identifying along with outreach to community stakeholders. Commissioner At-Large-2: Ben Miyaji indicated that a professional Cultural Plan is needed and it will be an investment. Chair District 1 Silvia Ledezma recommended that we look at the El Cerrito Cultural Plan.

Three Step Plan:

1. A Cultural Plan Charter will be presented to the Family and Human Services Committee on March 22, 2021 will be: 3-5 pages with basic summary, 10 guiding principles, goals/outcomes chart, timeline and executive summary.
2. For July 2021-June 2022, a Cultural Plan Charter Prospectus will be completed identifying Cultural Plan stakeholders, showcasing workshop findings, and references in a 12 page document. There will be a series of workshops to garner feedback and information. The \$25,000 will be used in gathering data (for equity), facilitating workshops, note taking, Cultural Plan subcommittees, and Cultural Plan Charter Prospectus completion. The document must reflect the current pandemic impact and include perspectives from all communities..
3. Cultural Plan completion: July 2023, 2023, 2024 and etc. The low estimate of \$100,000 will have to be revisited.

MOTION MADE: Chair District 1 Silvia Ledezma makes motion to approve Three Step Plan.

MOTION SECONDED: At-Large-2: Ben Miyaji

AYES: Chair District 1 Silvia Ledezma and At-Large-2: Ben Miyaji

NOES:

ABSENT: Senior Commissioner: At-Large-1: Y’Anad Burrell

ABSTAIN:

SUMMARY: Motion passes.

5. CULTURAL PLAN CHARTER EDITING: (20 minutes)

Managing Director Jenny Balisle leads discussion with Chair Ledezma, Commissioner Burrell, and Commissioner Miyaji make edits and suggestions to document.

Public Comment:

Documents: None

SUMMARY: Managing Director Jenny Balisle leads discussion on how the *CP Mission, Goals, Principles, and Work Plan* is a research document now. Chair District 1 Silvia Ledezma shared with the subcommittee the *Goals of Executing a Cultural New Plan* document will clear writing. At-Large-2: Ben Miyaji stated that the *Goals of Executing a Cultural New Plan* document was a good way to get started for the new *Cultural Plan Charter*. Managing Director Jenny Balisle indicated that the LACOG grantee information could be used also. Chair District 1 Silvia Ledezma indicated that goals are meant to be inclusive for all of us to do the work. In addition, our art community is vibrant and Commissioners must take a leadership role to gather information and reflect their own communities. The “original” document started with Julia Taylor and Enid Mendoza. Chair District 1 Silvia Ledezma indicated to collaborate before editing the document. At-Large-2: Ben Miyaji agrees with that assessment. Chair District 1 Silvia Ledezma will be sharing links with CCC demographics with education, race, background, and information about different communities. At-Large-2: Ben Miyaji will provide updated Census information and population data including people of color and the homeless. At-Large-2: Ben Miyaji recommends to look at the word “Cultural” Plan and perhaps use “Master” Plan.

6. NEXT STEPS (5 minutes)

Managing Director Jenny Balisle leads discussion with Chair Ledezma, Commissioner Burrell, and Commissioner Miyaji.

Public Comment:

Documents: None

SUMMARY: After the last CAC grant is submitted on Feb. 17th, Managing Director Jenny Balisle will dedicate more time to completing the Cultural Plan Charter the week of Feb. 22nd. In the meantime, she’ll create a basic Google Doc template with *Goals of Executing a Cultural New Plan* information, basic summary, 10 guiding principles, goals/outcomes chart, timeline and executive summary. Committee Chair: District 1: Silvia Ledezma and At-Large-2: Ben Miyaji will share resources and provide document edits/comments.

7. ADJOURN:

Chair Ledezma calls time when meeting is adjourned at 5:24pm.

NEXT MEETING: Monday March 1, 2021