

# Washington State Criminal Sentencing Legislative Task Force Meeting

September 30, 2019

Criminal Justice Training Center  
19010 1st Ave S, Burien, WA

8:30am – 5pm (8:30am for coffee and treats with a 9am start time)

## DRAFT AGENDA

### MEETING GOALS

- Develop common understanding of purpose, roles, and responsibilities of the Task Force
- Receive initial briefing from Sentencing Guidelines Commission
- Establish groundrules and operating procedures, agree on decision-making process
- Select Co-Chairs
- Begin to develop a map of the criminal sentencing system
- List of ideas to begin addressing the three areas of focus of the Task Force
- Discuss Task Force schedule and workplan

**8:30am**      **COFFEE AND TREATS**

**9:00am**      **WELCOME AND INTRODUCTIONS**

**9:20am**      **REVIEW AGENDA AND DISCUSSION GROUNDRULES**

- 1.) Amanda and Chris review the agenda and discussion groundrules.

**9:30am**      **BACKGROUND AND OVERVIEW**

- 1.) Representative Goodman will provide an overview of the events that led to the creation of the Task Force.
- 2.) Keri-Anne Jetzer will provide an overview of the Sentencing Guidelines Commission history and recent work.

*Purposes: to orient members who were not involved in the Sentencing Guidelines Commission and discussions leading up to the creation of the Task Force. Develop a common understanding among all members.*

### **Questions/Comments from Members**

**10:15am**      **FINDINGS FROM CONVERSATIONS WITH TASK FORCE MEMBERS**

- 1.) Amanda and Chris will share key findings from conversations they had with Task Force members.

### **Questions/Comments from Members**

**10:45am**      **BREAK**

**11:00am OPERATING PROCEDURES AND DECISION-MAKING PROCESS**

- 1.) Amanda and Chris will present and walk through a first offer of draft, suggested operating procedures and the consensus decision-making process.
- 2.) Members will discuss, offer input, ideas, and suggested modifications.

*Goal: To discuss and agree on roles, responsibilities, groundrules, and decision-making process.*

**12:00pm Lunch**

**1:00pm DECIDE ON TASK FORCE CO-CHAIRS**

- 1.) Amanda and Chris will discuss criteria for selecting co-chairs.
- 2.) Using decision-making process, members will discuss and select Co-Chairs.
- 3.) Members will discuss and agree on role and responsibilities of Co-Chairs.

**1:45pm WHAT IS THE CRIMINAL SENTENCING SYSTEM?**

- 1.) Amanda and Chris will lead a facilitated discussion to begin to map the criminal sentencing system.

*Goal: to begin to develop a shared understanding of what the criminal sentencing systems is and what parts of the system the Task Force will and will not be addressing.*

**2:30pm FACILITATED BRAINSTORM – THE THREE FOCUS AREAS OF THE TASK FORCE**

- 1.) Amanda and Chris will lead a facilitated brainstorm exercise to generate a list of each Task Force member's thoughts and ideas on the three focus areas of the Task Force (i.e. 1. Reducing complexities and errors; 2. improving effectiveness; 3. Public safety)

*Goal: Learn from one another and advance the thinking on each of the 3 focus areas.*

**3:10pm: Break**

**3:25pm FACILITATED BRAINSTORM CONT. – WORK GROUPS**

- 1.) Amanda and Chris will lead a facilitated discussion to develop three temporary workgroups of Task Force members.

**4:00pm DECISIONS, SCHEDULE, NEXT STEPS, REFLECTION**

- 1.) Review meeting decisions, agreements, and achievements.
- 2.) Review Action Items & Parking Lot
- 3.) Recurring Meeting date every month. Location?
- 4.) Next meeting agenda, issues, (any carry-over, unfinished business)?

**4:20pm MEET AND GREET – TASK FORCE MEMBERS AND PUBLIC**

**4:30pm ADJOURN**