

# Washington State Criminal Sentencing Task Force Meeting

October 1, 2020 8:45am-12:45pm

ZOOM Meeting

# AGENDA



## Meeting Goals

- Check-ins & updates
- Present and discuss “Final Offer” of findings & potential recommendations from Working Groups; and
- Review upcoming Task Force meetings

# AGENDA



## Task Force Purpose

The Washington State Criminal Sentencing Task Force was established by the Legislature in 2019 to review state sentencing laws, including a consideration of the report of the Sentencing Guidelines Commission required by section 129, chapter 299, Laws of 2018.

The task force shall develop recommendations for the purpose of:

- a) Reducing sentencing implementation complexities and errors;**
- b) Improving the effectiveness of the sentencing system; and**
- c) Promoting and improving public safety.**

# AGENDA

**8:45am**  
**Review Agenda, Groundrules**

**9:05am**  
**Introductions**

**9:25am**  
**Updates: Facilitation Team  
and Co-Chairs**

**9:35am**  
**“Final Offer” Of Potential  
Recommendations +  
Discussion**

**10:45am**  
**BREAK**

**11:00am**  
**Cont. “Third Offer” Of  
Potential Recommendations +  
Discussion**

**12:25pm**  
**Work Plan, Action Items and  
Next Steps**

**12:30pm**  
**Questions from Observers**

**12:45pm Adjourn**

# ZOOM: Virtual Meeting Groundrules

**Mute your audio:** Whether you've joined by phone or video, please mute your audio until just before it's your turn to speak.

**Join by Video:** We encourage everyone to join by video (recognizing that bandwidth issues may prevent some from using video) Personal presence is important for collaborative group meetings, and even more crucial for virtual meetings.

**Gallery view:** Please select gallery view (in top left corner of your computer screen), so you can see everyone & not just the speaker.

# ZOOM: Virtual Meeting Groundrules

**Chat:** On the bottom “menu” bar on your screen (or in the participant box on a mobile device app) you’ll see a “chat” button. We have disabled the private chat function to adhere to your groundrule of no side conversations. You can chat to the entire group, and Molly will manage the discussion.

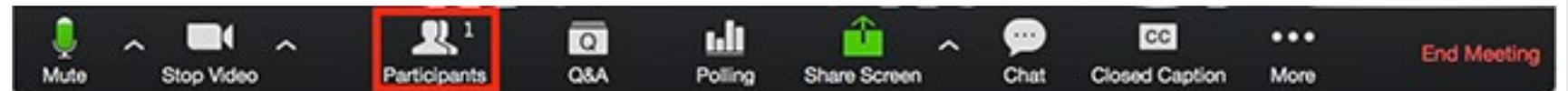
**Phone Participation:** For those only on via phone, we will facilitate discussion similar to in-person meetings. During discussion, we will start w/Task Force members “in the room” (those on Zoom using “Raise Hand”) then ask those on phone if they have questions or comments.

# ZOOM: Virtual Meeting Groundrules

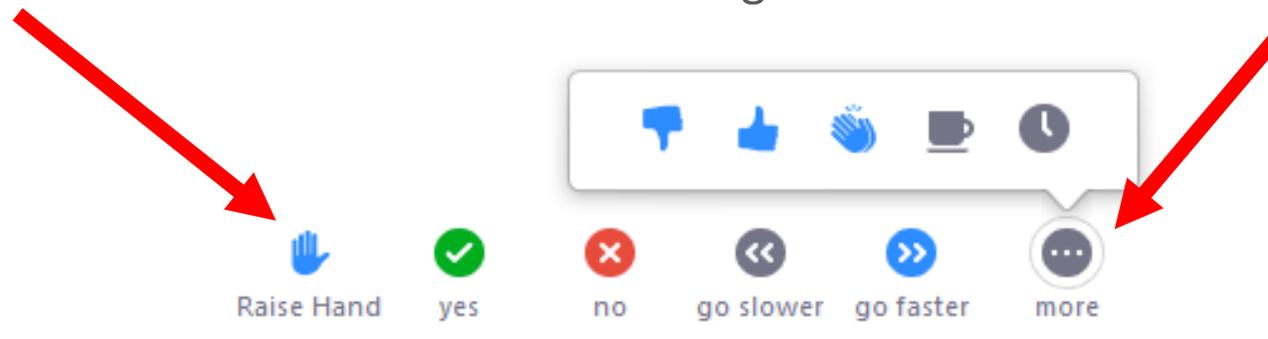
**When you want to speak:** To avoid talking over one another, we ask that those on video use the “raise your hand function”. The Facilitation Team will monitor this and call on folks individually, similar to how we use table tents during in-person meetings.

To access the “raise your hand function”:

Click on the “participants” icon.



This will bring up the participant box and at the bottom you will see the following icons:



# Task Force Groundrules

## Criminal Sentencing Task Force Groundrules

- **Be Respectful**
  - One person speaks at a time; listen when others are speaking, avoid interrupting and side conversations.
  - **Keep comments brief so everyone gets a chance to share their thoughts. Avoid dominating the discussion.**
  - Hear and respect all opinions.
  - Silence cell phones and refrain from using laptops during the meeting, except to take notes.
- **Be Constructive**
  - Acknowledge that all participants bring with them legitimate purposes, goals, concerns, and interests, whether or not you are in agreement with them.
  - Openly explore issues.
  - **Act in “good faith,” seeking to resolve conflicts and identify solutions.**
  - State concerns and interests clearly, listen carefully to and assume the best in others. Leave negative assumptions and attitudes at the door.
  - **Share comments that are solution focused**, rather than repeating past discussions.
  - It’s OK to disagree, it is not OK to make personal attacks or slanderous statements.
  - Minimize the use of jargon and acronyms, define and explain when used.
  - **Work towards consensus. Be willing to compromise.**
  - Ask for clarification when uncertain of what another person is saying. Ask questions rather than make assumptions.
- **Be Productive**
  - Begin and end meetings on time.
  - Respect time constraints.
  - **Adhere to the agenda as much as possible, focusing on the subject at hand.**

9:05-9:25am

## Introductions

- **Members:** Please state name, affiliation, and constituency you represent on the Task Force.
- **Alternates:** Please state name, affiliation, and who you are an alternate for on the Task Force

9:25-9:35am

## Facilitation Team and Co-Chair Updates

- Task Force Meetings 2x/month – next meeting is Oct. 15<sup>th</sup>
- October 15<sup>th</sup> consensus deliberations begin.

9:25-9:35am

Oct. 15 <i>*consensus begins</i>	Nov 5 <sup>th</sup>	Nov 19 <sup>th</sup>	Dec, 3 <sup>rd</sup>	Dec 17 <sup>th</sup>	Dec. 31 <sup>st</sup>
<b>Agenda Rec #'s:</b> 2 3 4 5 6 7 8 12 28 29 31 33 34 35 36 37	<i>1<sup>st</sup> draft report</i> <b>Agenda Rec #'s:</b> 9 10 11 13 14 15 16 17 18 19	<i>2<sup>nd</sup> draft report</i> <b>Agenda Rec #'s:</b> 20-27 30 32 38 39 40 41 42 43 44 45	<i>Nearly final draft of report for Task Force review.</i>  <b>Agenda Rec #'s:</b> <i>Any remaining</i>	<b>Final draft of report for Task Force Review</b>	<b>Final date to submit report.</b>

9:25-9:35am

# Consensus Decision-Making

*(Task Force Operating Procedures)*

- Consensus can be achieved at any full Task Force meeting where at least two-thirds (14 of 20) members (or their designated alternates) are present.
- The Task Force will have the option to ask the Facilitation Team to communicate afterward with members not present for a decision, to explain key points of Task Force deliberations and confirm whether those members can go along with the decision.
- If not, the co-chairs may decide whether the full Task Force should reconsider the decision at a subsequent meeting.

9:25-9:35am

## The Task Force operates under the following definition of consensus:

Consensus means that each Task Force member can say:

- (1) I was a respected member of the group that considered the decision;
- (2) my ideas (opinions, knowledge, concerns, beliefs, hopes) were listened to;
- (3) I listened to the ideas (opinions, knowledge, concerns, beliefs, hopes) of others; and
- (4) I can support the decision of the group, even though I might have made a different decision had I acted alone.

9:25-9:35am

# Consensus Decision-Making

This consensus can be conveyed via:

- A thumbs up (I fully support this option),
- A thumbs sideways (I can live with this option for the good of the group and the process) or
- A thumbs down (I cannot live with this option).

**If anyone is thumbs down, the group will seek solutions that allow those thumbs to move to up or sideways.**

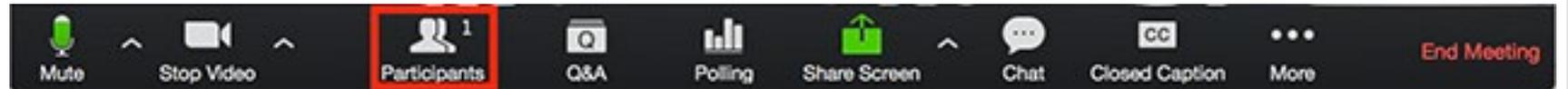
**If there are instances where consensus cannot be reached, the pros and cons of the different alternatives can be presented in a succinct manner in the Task Force's reports.**

9:35-10:45pm

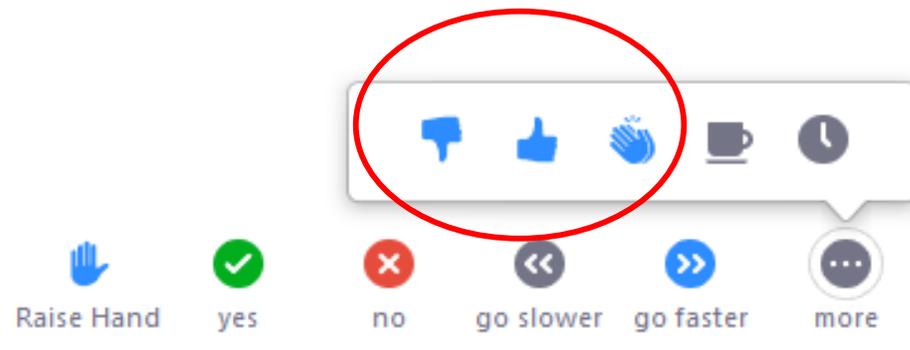
## **“Final Offer” Of Potential Recommendations + Discussion**

# Temperature Check

To access the “consensus icons”  
Click on the “participants” icon.



This will bring up the participant box and at the bottom you will see the following icons:



10:45-11:00am

**BREAK**

11:00-12:25pm

## Cont. “Final Offer” Of Potential Recommendations + Discussion

12:25-12:30pm

## **Workplan, Action Items, Next Steps**

12:30-12:45pm

## Questions from Observers

12:45pm

**Adjourn**