

VOLUNTEER OVERVIEW DRAFT

CONFERENCE AGENDA CHICAGO 400 + WORK GROUP ON CONVICTION REGISTRIES

June 8, 2019, 9:30am-3:00pm
Adler University, 1 N. Dearborn Ave, Chicago IL

9:00am **SIGN-IN AND BREAKFAST**

9:30am **WELCOME + INTRODUCTIONS**

Welcome + prayers
Problems of the Chicago 400
Review agenda
Introductions of volunteers and guests
Logistics

REMEMBRANCE OF NARCISO

Welcome to Narciso's family
Memories of Narciso
Acknowledgements

10:10am **STARTING A CAMPAIGN**

Building campaign relationships
Goals and obstacles
Naming accomplishments

10:50am **CAMPAIGN TRAINING SESSION: ORGANIZING FOR POWER**

Judy Hertz, Executive Director, Midwest Academy

1:00pm **BREAK AND WORKING LUNCH**

Special guests
Art and media update

RELATIONSHIP MAPPING FOR CAMPAIGN

Sam Tuttle, Principal Consultant, Danu Center for Strategic Advocacy
Spheres of influence
Compile our relationships

2:10pm **LEGAL TALK: UPDATE AND Q + A WITH ATTORNEY SARA GARBER**

Sara Garber, Attorney, Thedford Garber Law

REMAINING BUSINESS AND FEEDBACK

CLOSING PRAYER AND THANK YOU

3:00pm **CHECKOUT**

JUNE 8 CONFERENCE PLAN

ROLES

- Main facilitators
- Facilitators
- Trainer
- Lobby volunteers (people in lobby will cheerfully direct people upstairs to 15th floor)
- Check-in volunteers (get people's names and day of week and check off time they arrived)
- Table volunteers (people will be at each table to support the activities of the organizer or speaker)

CHECK IN

They have to register at Adler, then with us. They sign in on the 1st floor and then have to be escorted up the elevator. At the 15th floor, they can go directly to our table where we will have the name badges (which we get from Adler) and can give them packet, escort them to table and then let them know what is going on.

SEATING STRUCTURE

Sit at tables in M, T, W, Th, F, 90-day, and yearly groups—we can call them “policy groups” like “Monday policy group.” We will have a notetaker volunteer support person at each table.

MUSIC: Ask guys for songs they want to hear.

OVERALL MEETING GOALS

Many or most of the people at today's meeting are new and have not attended a past conference so this serves as both an orientation and a planning session.

1. Fully establish Chicago 400 as entity that is working together for a shared goal.
 2. Build relationships with each other from each week and as a group. See ourselves as natural allies and a strong force together, not competitors for numbers.
 3. Learn about organizing for power and how to recruit to make this campaign work.
 4. Decide if we should launch this campaign together and what it means for timeline.
 5. Transform mindset and provide tools so each day registering at the police station supports organizing for this campaign.
 6. Determine the weekly structures for the guys each day of the week. What are each of their roles? How will they recruit people? Who are leaders?
 7. Get maps of registration from each person and get people on board for map and other cultural projects.
 8. Discuss logistics such as photos, portraits, and being public.
- Complete relationship mapping of people who might support us. Emphasize how important this is to pass any legislation.

WELCOME

Volunteers welcome people, help people get to their tables, and are kind. Focus on helping new people feel they are in the right place and letting people who have come before know they are appreciated and valued. We may have people with various literacy levels and disabilities, who may need assistance.

FOOD

There will be a hot buffet breakfast and coffee starting at 9:00am. Box lunch coming.

Thank you volunteers for being so flexible and actively working with the schedule as needed.

ACTIVITIES BEFORE MEETING STARTS

0. INTRODUCTIONS

Introduce special guests to men at tables. Facilitate conversations.

1. MAPS

We will offer people paper to draw maps of the experience of weekly registration. This is the most important thing for them to do because we must have these for an art show and we must know who is excited about map-making. Make sure they know:

1. We need maps from everyone. They each stand for a person's experience.

These maps help us understand what happens in registration and how you experience it.

2. There is no way to do this wrong, except not to do it.

The map is your own experience of the space, the place, and time passing. The map represents what you remember and what you experience. Don't worry about anyone else's map. They each give us valuable information because people include different things.

3. Map your own experience with confidence. You can start with where you start to register, and where you end up. Or map what happens at the police station.

No drawing skills are needed. Just be confident about what you experience. Erase or mark it out or start over if you don't like it. We have plenty of paper.

2. GATHER QUESTIONS ON BLUE NOTE CARDS

"What do you want answered today?" Put questions on blue note cards with names so we can answer. (Because some people can't read/write well, you can ask and transcribe their questions.)

3. EXPLAIN FLOWERS ON TABLES ARE TO GIVE NAR'S FAMILY AND JOHN

Let the guys know that they each have a flower to give the family and John. After the remembrance, they each can give flower to the family and they will have a bouquet.

4. EXPLAIN THAT WE ARE DOING AUDIO PROJECT TO HELP PEOPLE LEARN

Let the guys know that we will record some of meeting, but it would all be anonymous and anyone can refuse or turn off audio. What they say at these meetings is so great that we want to document it. But, being together and feeling comfortable is more important.

NOTE ABOUT AGENDA BELOW:

Black is the text and times printed on agenda. We are aiming for that time frame.

Underlined is our plan if we start late. (People may be very delayed getting upstairs. If so, we will have to catch up at lunch.) **Purple** section represents our private notes.

We need to save time anywhere possible because there are a lot of last-minute special guests who might show up and talk. And, we have to be flexible because we do not know how many people are attending, so we may not have as much time for large group feedback! Yay, it will be fun.

JUNE 8 CONFERENCE AGENDA—WITH NOTES FOR US

9:30am **A. WELCOME + INTRODUCTIONS**
Welcome + prayers
Problems of the Chicago 400
Review agenda
Introductions of volunteers and guests
Logistics

9:45am

1. Welcome + prayers (LJR plus Anthony B. and Thomas) (5 min)

Some people have come to meetings before. Some people are new. We value your time.

Introduce and thank Elena Quintana.

Note about audio recording and video recording.

LJR: find person to read prayers

2. Problems of the Chicago 400 (2 min)

[This is really just to point them to the Chicago 400 handout and past work done by C400.]

3. Review agenda (2 min)

- Everything anyone wants to know or say can be addressed.
- We are committed to longer conversations with everyone. Some things we will need to discuss at smaller meetings. We are going through some exercises at the tables.
- This is part of organizing a campaign together.
- We have some flexibility in this schedule because of special guests. Let's move together as a cooperative flexible understanding force.

9:55am

4. Introductions of volunteers and guests (MaryClare, Will, LJR, 1-2 of G3) (5 min)

Who is here? Who are we? We are people from all different places who started meeting people last July.

a. MaryClare: Introduce frontline volunteers and they can each say one quick thing they've learned from talking to people on the frontline

Frontline volunteers: MaryClare, Shannon, Amber B., Amber F., Gina, Anna Reosti

Not present: Margot, Randee, Shari, Charlotte, Brittany

b. Will: Introduce executive volunteers

Executive volunteers: Will, Tom, Scott McFarland

Not present: Ed

5. Logistics (Will and Tom) (3 min)

- Note about lunch and breakfast and restrooms and smoke break.

- Make ground rules. “This is our chance to do a lot of work in person. Trying to maximize room for everyone to speak. We will focus on doing work in groups rather than one person having the floor the whole time. What should we do?” In the past, we have used the timer. Used a parking lot.

c. LJR: Audio volunteers + special guests: Jared, Caleb (4 min)

Logistics of audio

If she sees any special guests, introduce them. If they are not there, let them know they are coming. Call on any special G3 members.

B. REMEMBRANCE OF NARCISO

Welcome to Narciso’s family

Memories of Narciso

Prayer

10:10am-10:20am

6. REMEMBRANCE OF NARCISO (MaryClare leads and facilitates)

(MaryClare, John, Nar’s brother, sister in law, LJR, Scott) (15 min)

Jerry Ruiz and Nancy Reyna

After people speak, men will each take a flower from their table to give to the family members and to John. All tables have white flowers of different types so each person will leave with a bouquet. (Monday—daisies, Tuesday—mums, etc.)

10:15am

C. STARTING A CAMPAIGN

Building campaign relationships

Our goals and obstacles to achieving them

Naming accomplishments

10:25am-10:45am

7. Building campaign relationships (20 min) (LJR intro 2 min)

Relationships and listening: You are here for yourselves, for each other, for everyone in your families who have been affected.

- We will all have to meet and work with new people here and in the trenches. So let’s start by meeting the people from our day, and practicing listening (key to our success).
- There is no way to succeed in this campaign or anything without building relationships. Our strongest relationships are with each other. So let’s start by meeting the people from our day, and practicing listening (key to our success).

a. Talk to someone you don’t know at the table. It takes 30 seconds each. (2 min)

Ask the person where they grew up and how they are feeling. Really listen.

b. Practice listening. (6 min)

Talk to another person right now for 2 minutes and hear their experience with this issue. Have them describe the most frustrating thing about the registry (for them, not you) and look at the map to explain it. Then tell the group what is frustrating for them.

c. Give key examples to large group about what you heard. (5-10 min)

Was it hard to listen? What did you hear from listening?

Try to record this.

10:40am-10:50am

8. Our goals and obstacles to achieving them (MaryClare leads) (10 min)

(This is the agitation section.) This is about you and your life. Answer question for yourself. Then discuss at table, remembering to listen to each other. Then discuss in room.

1. Where do you want to be living in 5 years? In 10 years? (1 min alone)

2. What is holding you back right now? What obstacles? (1 min alone)

A. Review answers at the table. Let everyone talk. (4 min)

(What would it feel like to not have housing banishment laws?)

3. What is keeping you and others from working to change these laws? (1 min alone)

A. Review all answers at the table. Let everyone talk. (4 min)

B. Listen to the answers at your table: fear, hopelessness, it's overwhelming)

C. If time, report back to group some of the answers. Record this.

[We will talk about this during the training—how to recruit.]

**** THEY MAY NEED A BREAK HERE or WE MAY GO OVER so be time sensitive****

10:55am-11:00am

C. Accomplishments (Amber B. + Amber F.) (5 min)

Say this is HIGH ENERGY SO THEY GO FAST.

When we do accomplish something, we need to recognize it. What have we accomplished?

Make rapid fire list. Celebrate.

If the lobby day guys have not spoken yet, have them speak.

1. We have become the Chicago 400. Clear group of people harmed and disrespected by current laws.
2. Made connections and friendships. Created structure and solidarity where there was none.
3. Three (3) all-day convenings (October 2018, December 2018 and February 2019)
4. One (1) large policy meeting (Feb 2019)
5. Eight (8) communications trainings (small group workshops)
6. Several McDonald's Legal Talk Desk Weeks (to learn about and help people with legal issues)
7. McDonald's Fellowship Weeks (to help people in need, pray with people, provide general fellowship)
8. Attorneys and advocates have met several times to gather information and strategize.
9. We have talked to police and asked them for a meeting.
10. Men have done the work to compile the problems with these policies through all these meetings and explaining problems at the Legal Talk Desk, we have learned more about police processes. This is a very overwhelming set of issues.
11. We have brought many amazing people on board to meet the Chicago 400.
12. The police told us they were improving things and improved some things. More staff, one friendly person, wait times are much much shorter.
13. Police feel some responsibility and accountability to you guys. (Recent incident with Louis.)
14. We have applied for and got rejected for two grants but built partners in the process. Some are here.

15. We have talked to many legislators about this issue and determined we have enough support to introduce a bill to change the laws.

10:50am **D. CAMPAIGN TRAINING SESSION: ORGANIZING FOR POWER**

11:00am-1:00pm

9. CAMPAIGN TRAINING SESSION: ORGANIZING FOR POWER (Judy) (2 hours)

This is led by Judy the executive director of Midwest Academy. ORGANIZING FOR POWER
What is organizing for power. Why we need full participation from every member of Chicago 400.

STRATEGY CHART/WHAT OUR STRATEGY PLAN LOOKS LIKE

Reviewing the strategy chart for Chicago 400.

HOW WE CAN ORGANIZE--BASED ON DAY OF WEEK

Do work in groups based on day of week. Look at chart of people on each day of week. (This will be on the wall.)

How many people are not signed up for campaign? Who should sign them up?

"It's so hard to sign people up. Why should we?"

Role-playing what we say to someone to sign them up. System for signing people up.

What days of the week are strong? Why are they strong? For days without a lot of people, why is that?

Who are the leaders for each day? Who would you want to represent you?

GATHER DATA FOR CHART ON YOUR DAY OF THE WEEK

We will have a chart for each table with this information. How many people do you know from your day?

How many people are signed up for this campaign? Who keeps the list? Who are the natural leaders?

Who do you want to represent you?

Thomas and Anthony D. and Anthony B. and Lindsay represented the Chicago 400 to legislators in Springfield and we want them to talk about this.

****LJR does the strategy plan*****

1:00pm **E. BREAK AND WORKING LUNCH**

Special guests

Art and media update

Accomplishments

10. BREAK AND WORKING LUNCH

12:50pm-1:00pm BREAK

[We prepare lunch and get it out to people!]

1:00pm-1:20pm

[People get lunch and hang out]

Volunteers: We will have to see what special guests are here and make a decision about what we have time to do.

1:20pm-1:40pm

A. Special guests

If special guest come, let them speak.

B. Art and media update (LJR) (5-10 min)

Why the media and art projects are important must be accomplished.

1. Look at the maps and talk about them.

2. Ask about show at Drawing Center, a museum in New York. Would this help us?

3. Samora will visit in July?
4. Show other art projects. Show TimeDone.
5. What projects are you willing to be part of?
6. See if special guest Bill wants to talk to them.

F. RELATIONSHIP MAPPING FOR CAMPAIGN (Sam Tuttle and Beth Johnson)

Spheres of influence in advocacy
Compile our relationships

1:40pm-2:10pm

11. RELATIONSHIP MAPPING (Sam and Beth lead + LJR helps with commitments) (30 min)

Circle exercise in groups and on board.

A. Group work at the tables thinking of every family member, faith leader, celebrity you know.

Relationship mapping on the wall. We need this to reach out and speak to groups and have them speak to legislators. Think about gay marriage. Tamms.

B. Analyze your relationships. Who do you know? Where are they? Who do they know?

Your extended family members, your kids

Your friends, old high school friends

Your faith leaders, fellow church members

Your reentry counselors, drug treatment counselors, shelter employees

Your boss and former boss

C. What neighborhoods do we know well and have influence?

Where did you grow up? Where do your family members live? Where is your family church?

D. Put them on the wall for each group.

E. Make commitments to contact each person and write full info on card.

F. Commitments from groups and individuals to help each other talk to people in groups.

(Eg, Samora to guys to Common.) Who will you contact? What does each group need to do? Sign up for committees and meetings?

G. Assign homework and get commitment sheets.

2:10pm G. LEGAL TALK: UPDATE AND Q + A WITH ATTORNEY SARA GARBER

2:10pm-2:40pm

LJR also introduces public defender if she is still there.

Attorneys talk about Legal Talk Desk and answer questions.

Sam and Beth can be introduced and say something.

H. REMAINING BUSINESS AND FEEDBACK

2:40pm-2:50pm

Questions, concerns, statements about anything.

I. CLOSE AND THANK YOU

2:50pm-3:00pm

Each table has a reflection on the day and promise.

Ask each table to fill out feedback form.

Prayer.

J. CHECKOUT

People come sign out and get envelopes. Please help clean up.

Special guests attending:

Elena Quintana, Executive Director, Institute on Public Safety & Social Justice, Adler University*

Pamela Rodriguez, President & CEO, TASC, Inc. (Treatment Alternatives for Safe Communities)

Sam Tuttle, Principal Consultant, Danu Center for Strategic Advocacy*

Maya Szilak, Research and Policy Counsel, John Howard Association of Illinois*

Beth Johnson, Senior Policy Advisor, Cabrini Green Legal Aid*

Sara Garber, Attorney, Thedford Garber Law

Megan Rosenfeld, Policy Director, Chicago Alliance Against Sexual Exploitation

Madeline Behr, Policy Associate, Chicago Alliance Against Sexual Exploitation

Judy Hertz, Executive Director, Midwest Academy

Bill Healy, independent radio producer

Mark Hallett, Program Manager, Grants and Partnerships, Illinois Humanities

Beth Tarzia, Attorney Supervisor, Offices of the Cook County Public Defender

Mr. Gerard, U.S. Congressman Danny K. Davis office