



The Commonwealth of Massachusetts
Executive Office of Public Safety and Security

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CHARLES D. BAKER
Governor

TERRENCE M. REIDY
Secretary

KARYN E. POLITO
Lt. Governor

MEETING MINUTES
RESTORATIVE JUSTICE ADVISORY COMMITTEE
The Annual Report Subcommittee

Date: December 7, 2021

Time: 10:00AM-11:00AM

Microsoft Teams Virtual Location: [Click here to join the meeting](#)

Or call in (audio only) [857-327-9245](tel:857-327-9245) Phone Conference ID: 297 273 901#

Agenda Items:

1. Call to Order

The meeting was called to order by Chairwoman Allison Cartwright at 10:05am.

		Video/Call	Absent
1	Chair- Allison Cartwright	X	
2	Kara Hayes		X
3	Strong Oak Lefebvre	X	
4	Susan Jeghelian	X	

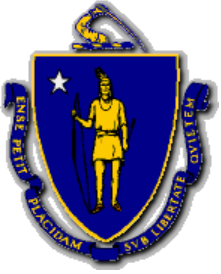
EOPSS Staff: Arielle Mullaney and Anjeza Xhemollari

Committee Members: Carolyn Boyes-Watson

Others in attendance: Brenda Nolan and Jo-Ann Della Giustina

2. Welcome

Chairwoman welcomed all subcommittee members and attendance was taken. It was mentioned that Carolyn Boyes-Watson attended the meeting as member of the public. Carolyn, Erin and Susan were tasked with the mission/vision of RJAC. Erin was unavailable to attend the meeting but shared her edits of the mission/vision with Susan and Anjeza.



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3. Review and approval of draft meeting minutes from November 4, 2021

Strong Oak made a motion to approve the draft meeting minutes and it was second by Allison. Roll call was also taken to approve the meeting minutes. Meeting minutes were approved unanimously.

4. Next steps of the annual report completion

Subcommittee members were tasked with individual sections for the annual report. Susan and Allison completed their sections. Kara was unable to attend the meeting and was forwarding additional edits of her already submitted section by the end of the day. Strong Oak was still working on her section. Will submit as soon as possible.

With the help of board counsel Arielle Mullaney, members of the subcommittee were able to make additional edits to the annual report and revise the structure. Arielle was able to share her screen as subcommittee members recommended new language and arranged new sentences and paragraphs.

Towards the end of the meeting, it was determined that Susan was going to be the editor of the annual report. She was going to revise the annual report after receiving comments/edits from the full committee meeting on December 14, 2021.

5. Public Comment (10 minutes)

Brenda was happy to be part of the conversation and the ongoing work of RJAC.

6. Public Comment and Open Session for Topics not Reasonably Anticipated within 48 hours of the Meeting

N/A

7. Adjourn

Meeting ended at 11:02am