

Kansas City Municipal Court Community Engagement Project
Steering Committee Meeting Notes
March 15, 2019
11:30 a.m. to 1 p.m.

Welcomed new members to our committee showed the Power Point presentation the court team presented at the kick-off meeting in Arlington, VA. Court team shared their impressions from the meeting. The others chosen for the pilot project are either larger courts or state-wide court systems. Some have focused in on a problem. However we are quite far along in pulling our coalition of community leaders together.

Reminded everyone of implicit bias training on March 26 at the KCPD Community Room 9 a.m. to 4 p.m. Breaking Down Barriers through Awareness: Unconscious Bias, with Loretta Summers, lunch is provided. Everyone is encouraged to take the take the Harvard Implicit Association Test (IAT) before the class. We will email instructions.

Facilitator's Training with Jonathan Morris of MARC is scheduled for May 3 and May 17; 9 to 4 pm both days. KCPD Community Room is not available both days so location TBA.

Group looked at responses to Municipal Court questions on the City's Citizen Satisfaction Survey and took a first look at the National Center for State Courts Access and Fairness Survey.

Court User Survey

Will run for 1 week instead of 1 day to cover greater cross section of our court users

- Week of May 6 through 10 (goal)
- We will tailor the Access and Fairness Survey. Some things we need to add:
 - Courtroom
 - Under access: parking, access to bus route
 - Ability to find a public defender/Legal Aid information
- Will be administered by court staff and/or members of this committee.
 - There will need to be guidelines and training.
 - Watch biases when approaching people.
 - Surveyors should be approachable, friendly, reliable and from a diverse cross-section
- Inclusion of Municipal Court inmates: We will survey those on the in-custody docket
- Will need English and Spanish language surveys
- We should have interpreter for commonly encountered languages. Luis Cordoba agreed to help with this.
- If someone cannot read surveyor can offer to read it for them
- We should keep survey brief
- Possible incentives for completion: \$5 food gift card; slices of pizza; raffle entry for Royal's tickets
- While we may want some open-ended questions, they may need to be optional with an extra incentive for answering (possibly the raffle).
- Contact information: Optional page that is separated from survey so people feel free to answer truthfully. Would be used to directly receive survey results; invite to community engagement forums; allow national pilot project follow-up.

Will finalize survey at April meeting