



Richmond Bay Campus Working Group

Draft Mission and Charter

Background:

In April of 2014, the Chancellor of UC Berkeley (UCB) and the Director of Lawrence Berkeley National Lab (LBNL) issued a [Joint Statement of Commitment](#) to Strengthen Community Partnerships between UCB, LBNL, and the Richmond Community. The statement provides for the creation of a Working Group to be co-chaired and staffed by UCB and LBNL.

Based on Joint Statement of Commitment's description of the Working Group, the following Mission & Scope of Work, is presented to the appointed RBC Working Group for discussion and refinement.

Working Group Representation & Participation

The Statement provides that members of the Working Group will be representative of the Richmond community and organizations actively engaged in four areas defined as priorities by the Richmond community: Education, Local Employment, Procurement and Workforce Training.

The 2014-16 Working Group is composed of representatives from a broad selection of constituencies with the purpose of ensuring broad participation as the Working Group embarks on the development of actionable proposals in the areas identified in the Joint Statement. Priority in the appointments was given to local community and civic leaders who can regularly engage their respective constituents regarding Working Group proposals.

The inaugural RBC Working Group appointed in September of 2014 consists of the following representatives:

- City of Richmond Departments (1)
- Community-based Non-profit Organizations engaged in Education, Workforce Training, Business Development, Economic Development (4 seats)
- Faith-based Organizations (1 seat)
- Business (2 seats)
- Labor (2 seats)
- Richmond Neighborhood Coordinating Council (1 seat)
- West Contra Costa Unified School District (1 seat)
- Contra Costa College (1 seat)
- Youth (15 – 21 years old) (2 seats)
- Philanthropy (2 seats)
- UC Berkeley/LBNL Engaged Scholarship/Research/Public Service (2 seats)
- UCB & LBNL Local Community Government Relations (2)

Mission:

- Develop recommendations and proposals for inclusion in a Richmond Partnership Commitment within the defined scope of Education, Local Employment, Procurement and Workforce Training.
- Establish protocols for evaluation and monitoring within the above defined scope of work.
- Engage with the community immediately to develop recommendations and proposals for implementation plans with benchmarks and, when appropriate, recommendations for legally binding memoranda of understanding.
- *Educate and engage local residents and constituencies in RBC projects and initiatives that further the community benefits outlined in the Joint Statement of Commitment.*
- *Act as a champion to ensure successful implementation of RBC projects and initiatives that further the interests of the Richmond community, the LBNL, and UCB. Locally this could include supporting the alignment of existing public, private and community assets; while at state and federal levels this could include advocacy to increase investments and support for RBC projects and initiatives.*

Leadership Responsibilities & Principles

Working group members shall:

- Be available for regular meetings, monthly or as necessary, for the length of their two-year terms
- Work or volunteer in Richmond in at least one of the four issue areas identified above.
- *Share the Working Group's proposals with their respective constituencies and work to ensure any advice given is accounted for in the Working Group's recommendations.*
- *Seek to nurture shared understanding and effective collaboration with other Working Group members.*
- *Build on existing assets and prioritize the needs of the Richmond community in RBC projects and initiatives that are proposed and developed.*

Authority and Decision Making Process:

The Working Group is advisory to UCB and LBNL. The Working Group will work toward consensus recommendations and proposals. However, where consensus cannot be reached, minority opinions will be transmitted to decision makers in writing. Recommendations and proposals will be directed to the appropriate leadership body at UCB, LBNL for final decision. *When appropriate to ensure the success of the RBC Working Group initiatives, the Working Group may make recommendations to Richmond Based public, community, and civic institutions to encourage adoption of enabling policies and/or investments.*

