

Meeting Agenda
Diversity, Equity and Inclusion Commission
Logistics & Planning Sub-Committee
Irene Givens Administration Building
Dr. Charles J. Waller Conference Room
(at Montgomery Hall Park)
1000 Montgomery Ave.
January 18, 2023
7:00 p.m.

Call to Order

Proposed Agenda:

1. **Approval of Minutes:** Meeting of November 9, 2022
2. **Follow up from DEI Commission Meeting Items**
3. **Other Business**

Adjournment

DIVERSITY, EQUITY AND INCLUSION COMMISSION

Logistics & Planning Sub-Committee Meeting

November 9, 2022

6:00 p.m.

Dr. Charles J. Waller Conference Room

Irene Givens Administration Building

PRESENT: Joamarie Garcia
Nathaniel Riddle
Jennifer Trippeer
Jake Krug

ALSO PRESENT: Leslie Beauregard, City Manager

Nathaniel Riddle called the November 9, 2022 Logistics & Planning Sub-Committee to order.

1. **Approval of Minutes:** Jennifer moved to accept minutes; Nate made a second; all approved.

2. December Update

- DEI Executive Committee is preparing the December update to City Council and will meet on November 14 to start a review of the presentation.

3. Survey Results and Updates

- Reminders to those who have not responded to the survey will be sent through January via email – December email reminder from staff
- Personal outreach from Community Connections and Logistics & Planning to Community Partners about the survey – list to be split by November 15
- Nate will email Sabrina about Community Connections to add their contact information to the Community Partners list – Sabrina will follow up and have the subcommittee fill in Community Partners list by November 15 as far as who is contacting who
- November 28 is the deadline to make contacts
- The sub-committee will continue follow up with missing Community Partners beginning January 13.
- Interviews with Community Partners – Jennifer offered to transcribe notes from the interviews held by Data & Research (Jake to inform Dan)

Archival of Data

- Jake and Dan to meet and talk about a process and report back to the sub committee

4. Project Plan for Next Phase

- Discussion about the Project Plan and updates – and on track at this time
- Joa to update all the project descriptions

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50 **5. Other Business**
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52 **Next Meeting** - January 18, 7:00 p.m., MHP
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54 **Ask if Community Connections can help support Data & Research** – Nate to reach
55 out about this and Jake will touch base with Dan
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57 **Listening Sessions Planning Considerations**
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- 60 • Handouts about the commission
 - 61 • Finding locations to hold the listening sessions – and Community Connections could
62 come up with ideas on where these are held.
 - 63 • Considerations/Suggestions: on a transit route; committee to provide transportation;
64 ASL/Spanish interpreters; childcare
 - 65 • Joa has offered to assist with translated and interpreting Commission
66 materials/communication in Spanish when appropriate.

67 **Adjournment**
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69 The meeting was adjourned at 7:55 p.m.
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