

Meeting Agenda
July 16, 2025
Diversity, Equity, and Inclusion Commission
School Board Conference Room
2nd Floor City Hall
116 West Beverley St.
6:00 p.m.

Call to Order

Proposed Agenda:

- 1. Approval of Minutes**
DEI Commission Meeting – June 18, 2025
- 2. Introduction of New Commission Members/Ice Breaker**
- 3. Subcommittee Report Outs**
 - a. Community Connections
 - b. Data and Research
- 4. Going ‘Round the Circle!**
- 5. Other Business**

Adjournment

Subcommittee Groupings and Definitions

-The ***Data and Research subcommittee*** will advise city council and City departments on best practices for promoting inclusive and equitable policies reflective of our diverse community. This subcommittee will continue ongoing data collection and research and draft a work plan to address the recommendations published in December 2023.

-The ***Community Connections subcommittee*** will connect, engage, and build relationships with community members and organizations. This subcommittee will plan and lead community engagement efforts and connect the broader community to city initiatives and community resources.

City priorities for Commission Recommendations

-After discussion with Weldon Cooper Center, City staff have identified the following DEI recommendations that could be quickly prioritized.

- B2: Best practices for onboarding/training for city employees and commissions
- C2: Researching models for the Staunton Equity Network
- Best practices on community building, engagement, trust building – how can we improve how the city is communicating and engagement with community members who are not usually engaged or trusting

3. Engagement with the City of Staunton Comprehensive Plan

The Commission discussed hosting a community engagement event to increase awareness of the Comprehensive Plan process and boost engagement and input from our underrepresented/ marginalized communities.

DIVERSITY, EQUITY AND INCLUSION COMMISSION

Meeting

June 18, 2025

6:00 p.m.

School Board Conference Room

City Hall, 2nd Floor

PRESENT: Sabrina Burress
Cecelia Carpenter
Mark Jeter, Vice Chair
Charles Lawson
Raven Moore
AnhThu Nguyen, Chair
Keisha Nicholson (remote participant)
Susan Venable
Jordan Zipser

ABSENT: Leslie Beauregard, City Manager

ALSO PRESENT: Alice Woods, Council Liaison
Josh Knight, Engagement & Communications

AnhThu Nguyen called the meeting open at 6 p.m.

1. Approval of Minutes

Cecelia moved to approve the minutes of the May 21, 2025 DEI Commission meeting with corrections. The motion was seconded by Jordan Zipser and carried unanimously.

2. Subcommittee Report Out

a. Community Connections

- i. Jordan shared that the committee met to plan an event focusing on leveraging existing connections and keeping the event simple. They decided on language for an email to share with community partners and how to introduce commission members to the communities. Discussion ensued regarding attending community cultural events to increase visibility and engagement.

b. Data and Research

3. Comprehensive Plan Community Engagement Event

- a. AnhThu shared that an email was sent to 52 local nonprofit leaders using the language provided by the Community Connection sub-committee. The email was sent a week before the event, and coordinated with the city's communication team.
- b. Jordan outlined next steps, including preparing materials for community outreach and creating a Google calendar for event tracking.
- c. Discussion ensued regarding how commission members should identify themselves at events and whether name badges/buttons would be an option and if there was a budget for those items.
- d. Mark, AnhThu, Jordan, Susan, and Cecelia said they would try to be at the event.

AnhThu stated “we received a request from Keisha Nicholson to participate remotely in the June 18, 2025 DEI Commission meeting due to a personal matter that prevents her physical attendance at the meeting. I will now entertain a motion for her to participate.”

Cecelia Carpenter moved to allow Keisha to remotely participate in the June 18, 2025 DEI Commission meeting. The motion was seconded by Susan Venable and carried unanimously.

AnhThu asked Keisha to state the location from which she was participating. Keisha responded that she was in Waynesboro. AnhThu asked the commission and the audience if they could hear Keisha. The response was affirmative.

- e. In regards to engagement and getting the word out to the community and the commission discussed where flyers could be shared:
 - i. Share with the city’s summer camps; downtown businesses; Elizabeth Miller Gardens, Booker T. Washington, Newtown Neighborhood, Gypsy Hill Park community board; concession stands in both Gypsy Hill Park and Montgomery Hall Park; laundromats; and the Valley Mission

4. Discussion of DEI Commission Recommendations and Report Implementation

5. Going ‘Round the Circle!

- a. The commission shared upcoming community events:
 - i. Juneteenth Celebration, June 21
 - ii. Music in front of the Arcadia Project, June 21
 - iii. Jones Gardens Community Grill Out, June 21
 - iv. Alphonso Hamilton Day, June 21
 - v. Fundraiser for Shea House, June 28
 - vi. Silver Line Theatre’s Birthday Party, June 28
 - vii. Happy Birthday America, July 4
 - viii. Improv at Silver Line, July 5
 - ix. Screening of *500 Fire Flies* at the Visulite, July 26
 - x. Staunton Pride, October 11
- b. The commission was reminded that they can attend community events without it being considered a meeting.

6. Other Business

- a. Two new board members will be joining the commission in July.

Adjournment

The meeting was adjourned at 6:57 p.m.