

Meeting Agenda
Diversity, Equity and Inclusion Commission
Data & Research Sub-Committee
Irene Givens Administration Building
Dr. Charles J. Waller Conference Room
(at Montgomery Hall Park)
1000 Montgomery Ave.
November 2, 2022
10:00 a.m.

Call to Order

Proposed Agenda:

1. **Approval of Minutes:** Meeting of September 21, 2022
2. **Responses to Letter/Survey: Update; Strategies for Collection, Organization and Analysis**
3. **Follow up from Community Partners Conversations**
4. **Subcommittee Data Collection**
5. **Other Business**

Adjournment

DIVERSITY, EQUITY AND INCLUSION COMMISSION

Data & Research Sub-Committee Meeting

September 21, 2022

10:00 a.m.

Dr. Charles J. Waller Conference Room

Irene Givens Administration Building

PRESENT: Vicki Keyser
Lindsey Lennon
Beth Nelson
Daniel Stuhlsatz

ALSO PRESENT: Leslie Beauregard, Interim City Manager

Vicki Keyser called the September 21, 2022 Data & Research Sub-Committee meeting to order.

1. **Approval of Minutes:** Meeting of August 31, 2022 Dan (1st) Beth (2nd)

2. **Follow up from Last Meeting**

a. Survey and Letter to Community Partners – **Goal by September 30th to push out survey and invites for the October meetings**

- Discussion around having more interviews with partners and changes to the letter and survey.
- Interviews with Community Partners – January 2023
 - To obtain details from the partners about their information and their survey responses
 - Expand about what they need from the DEI Commission and how the Commission can help
 - How can community partners get their stakeholders to show up or be engaged with the DEI Commission
- Survey and timing of the input sessions – to get those invites out first and then send the survey out once those are out
- Focus groups perhaps?
- Need to discuss what happens once the surveys start to come in
- Test run of the survey to this sub committee to see how it will work and the final report view
- Can we have the survey responses sent back to whoever submitted them and confirmed?

b. Data Review

Dan to start to review Census data

c. List of Community Partners

Review of community partners who will receive the survey to send out to the entire DEI Commission before the next meeting.

d. Check in from other sub committees

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51 No updates were reported.

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53 **Adjournment**

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55 The meeting was adjourned at 11:28 a.m.