

Meeting Agenda
Diversity, Equity and Inclusion Commission
Community Connections Sub-Committee
Irene Givens Administration Building
Dr. Charles J. Waller Conference Room
(at Montgomery Hall Park)
1000 Montgomery Ave.
August 31, 2022
7:00 p.m.

Call to Order

Proposed Agenda:

- 1. Approval of Minutes:** Meeting of August 17, 2022
- 2. Follow up from Last Meeting**
 - a. Review community partners
 - b. Review marketing invitation
 - c. Engagement Plan
 - d. Update on “elevator speech” about DEI Commission
 - e. Meet and Greet details
- 3. Other Business**

Adjournment

DIVERSITY, EQUITY AND INCLUSION COMMISSION

Community Connections Sub-Committee Meeting

August 17, 2022

7:00 p.m.

Dr. John Chiles Activity Room

Irene Givens Administration Building

PRESENT: Sabrina Burress
Lou Boden
Mark Jeter
AnhThu Nguyen
Susan Venable
Zavia Willis

ALSO PRESENT: Leslie Beauregard, Interim City Manager
Morgan Smith, Executive Assistant, City Manager's Office

Sabrina Burress called the August 17, 2022 Community Connections Sub-Committee meeting to order.

1. Planning Session:**a. Community Engagement Day**

Community Engagement Day will be held from 6 to 8 p.m. on Wednesday, September 14 in the Dr. John Chiles Activity Room in the Irene Givens Administration Building in Montgomery Hall Park. The Commission will present the timeline — City staff will have it printed and mounted for easy display — and do a brief introduction of DEI members at 6:15 p.m. The event will be advertised on the DEI website, the City's social media and by formal invitation to the established list of community partners. Light snacks and beverages will be provided.

It was decided that AnhThu would draft an "elevator pitch" about the DEI for use by the entire Commission. It was also decided that Zavia will be the document keeper for the Community Connections sub-committee.

Sabrina shared that the Commission had been invited to two events. One on August 20 at the R.R. Smith Center and to the Booker T. Washington Alumni reunion over Labor Day weekend. Sabrina indicated that she responded to the planners of the event at the Smith Center that she would share the information with the Commission, but at this time the Commission would not be able to have an official presence. In regards to the Booker T. Washington event, it was decided that Sabrina would decline the invitation on behalf of the Commission, but that the association would be added to the list of community partners. Sabrina will share the information about the reunion with the entire Commission, if they would like to attend. The sub-committee would like to recommend that all event invitations and communication go through Sabrina as chair.

b. List of Community Partners

50 The data sub-committee began creating a list of community partners that will be shared with both
51 sub-committees. Any additions or changes to the list need to be sent via the small sub-committee
52 group and that changes should not be made to the document itself.

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54 The Commission's September 28 meeting will be the first meeting to invite community partners
55 and a discussion ensued regarding inviting larger agencies (e.g. United Way, Community Fund)
56 first and then invite smaller groups.

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58 **c. Community Partner Engagement Plan**

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61 Sabrina will draft the plan and will send it to the sub-committee for review and comment.
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64 **2. Other Business**

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67 **Adjournment**

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69 The meeting was adjourned at 7:45 p.m.