

**Equity and Inclusion Commission
Meeting Minutes
January 15, 2025**

Commissioners Present: Amanda LaGrange, Gabrielle Filip-Crawford, Prajwal Vemireddy

Youth Commissioners: Gwen Goedken, Anica Barze

Commissioners Absent: Alfred Chan (excused)

Staff Present: Equity and Inclusion Manager Antonio Montez

Call to Order/Roll Call

The Equity and Inclusion Commission (EIC) meeting was called to order at 6:35 p.m.

Receive Public Comment

None.

Commissioner Filip-Crawford moved, and Commissioner LaGrange seconded a motion to close the public comment period. The motion passed unanimously.

Business Items

a. Approval of Meeting Minutes

Commissioner LaGrange moved, and Commissioner Goedken seconded a motion to approve the December 18, 2024, Equity and Inclusion Commission meeting minutes as presented. The motion passed unanimously.

b. Review Equity and Inclusion Toolkit

Equity and Inclusion Manager Montez explained the purpose of the Equity and Inclusion Toolkit, which helps decision-makers evaluate ideas and solutions with an inclusive equity perspective. He indicated the toolkit was designed to ensure that decisions are considered by the entire community, especially those who may not be at the decision-making table. The toolkit is a public document intended to provide accountability and transparency in decision-making.

The Commission discussed the toolkit's background and its current usage.

Mr. Montez highlighted its evolution from a lengthy document to a more streamlined version. He outlined the questions in the Equity and Inclusion Toolkit, including desired outcomes, who will benefit or be burdened, and potential unintended consequences.

The Commission discussed the importance of incorporating community perspectives and engaging with underrepresented groups.

Mr. Montez emphasized the need for early engagement in the decision-making process to ensure equitable and inclusive outcomes.

The Commission considered how to ensure that the toolkit was accessible to all community members, not just those who were familiar with accessing government.

c. Discussion about Commission and City Work

Equity and Inclusion Manager Montez proposed three pathways for the Commission's work. The first pathway was policy and planning. He also reviewed the second and third pathways, workforce development, and cross-functional action teams.

The Commission discussed potential projects and areas of focus, including data analysis, procurement policies, and employee development.

Commissioner Filip-Crawford expressed interest in working on data analysis and survey design, and Commissioner LaGrange suggested setting scorecards for various metrics.

The Commission considered the importance of transparency and education in government processes, including making City operations more approachable and accessible.

d. Youth Involvement and Community Outreach

Equity and Inclusion Manager Montez added this item to the Commission discussion. He reviewed how the City wanted to get more youth involved in City Commissions and how the City could get more community involvement.

The Commission discussed ways to involve youth in decision-making, including surveys and student leadership teams.

Chair Barze suggested using Raider News to inform students about Commission activities and opportunities for involvement.

The Commission considered creating a community outreach playbook to help departments engage with various community groups. The Commission emphasized making city government accessible and approachable for all community members, including youth.

Mr. Montez summarized the key points discussed, including data analysis, leveraging university resources, and creating a community outreach playbook.

The Commission agreed to continue the conversation and explore potential projects more thoroughly.

Mr. Montez provided a quick update on the next meeting date and the disclosure of the financial interest form. The Commission expressed interest in continuing to work together and explore new opportunities for impactful work.

Mr. Montez discussed the open Commission seats and suggested providing updates on ongoing projects in the City.

Chair Barze inquired about updates on the bike project.

Mr. Montez mentioned his focus on language access and explained the current challenges in providing reliable language access services, including translation in various languages and American Sign Language. He suggested the city explore partnerships for regular translation services to improve communication with diverse communities. He highlighted his work on language access, emphasizing the need for predictable and reliable services for different languages. He also discussed policy updates around gender inclusivity in City programming, ensuring participants can identify with their gender.

Commissioner LaGrange asked about the progress of Employee Resource Groups.

Mr. Montz explained that the City was in the strategic planning phase. He noted that once the strategic plan is finalized, they will explore the formation of Employee Resource Groups. He explained that the current focus was completing the strategic plan to guide future actions. He mentioned that the Equity, Inclusion Action Team would be a test run for how Employee Resource Groups would function. He emphasized that there was no formal structure for Employee Resource Groups yet, and they would observe how the action team would be received. He acknowledged the importance of the action team in providing insights for developing future Employee Resource Groups.

Adjournment

Commissioner Vemireddy moved, and Commissioner LaGrange seconded a motion to adjourn. The motion passed unanimously.

Chair Barze adjourned the meeting at 7:59 p.m.

Respectfully submitted,

Sue Osbeck

TimeSaver Off-Site Secretarial, Inc.