



## Equity and Inclusion Commission Agenda

Wednesday, September 17, 2025

6:30 PM

City Council Chambers

*(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)*

**1. Roll Call**

6:02 p.m. **2. Approve Agenda**

**3. Receive Public Comment**

**4. Approval of Meeting Minutes**

- a. Review and approval of June meeting minutes

**5. Business Items**

- a. Commissioner Oath of office
- b. Strategic Priority Objective workshop session

**6. Commission Direction on Member Initiated Agenda Items**

**7. Other Business**

**8. Adjourn**

1 **Equity and Inclusion Commission**  
2 **Meeting Minutes**  
3 **DRAFT – June 18, 2025 - DRAFT**  
4

5  
6 **Commissioners Present:** Amanda LaGrange, Gabrielle Filip-Crawford, Nicole Singaram,  
7 Paul Stanley, and Prajwal Vemireddy  
8

9 **Youth Commissioners:** Gwen Goedken

10  
11 **Commissioners Absent:** Alfred Chan, Chris Taylor, and Anica Barze (excused)  
12

13 **Staff Present:** Equity and Inclusion Manager Antonio Montez  
14

15 **Call to Order/Roll Call**

16  
17 The Equity and Inclusion Commission (EIC) meeting was called to order at 6:30 p.m.  
18

19 **Receive Public Comment**

20  
21 None.  
22

23 **Business Items**

24  
25 **a. Approve Minutes**  
26

27 Commissioner LaGrange noted during the roll call under "staff present" that Assistant City  
28 Manager Rebecca Olson was listed as present, which was incorrect.  
29

30 Commissioner LaGrange moved, and Commissioner Filip-Crawford seconded a motion to  
31 approve the May 21, 2025, Equity and Inclusion Commission meeting minutes as amended. The  
32 motion passed unanimously.  
33

34 The commission went through an icebreaker activity.  
35

36 **b. Rose Fest Parade and the July EIC Meeting**  
37

38 Equity and Inclusion Manager Montez explained that the Rose Fest parade was approaching, and  
39 he asked if anyone on the commission would be participating.  
40

41 The commission thought about canceling the July meeting or having Assistant City Manager  
42 Rebecca Olson attend if he couldn't.  
43

44 The commissioners discussed their logistics for participating in the parade and the involvement  
45 of other commissions, with some members expressing uncertainty due to weather conditions.  
46

47 **c. City Core Team Updates**

48

49 Equity and Inclusion Manager Montez explained that staff have onboarded the core team  
50 members to prepare for participation in the next phase of the strategic plan, which involves  
51 developing objectives. He mentioned that nearly forty people were trained. He emphasized the  
52 importance of integrating equity and inclusion into the city’s core work.

53

54 Mr. Montez explained that the core team will now begin meeting with project sponsors to  
55 develop objectives that support the success indicators and goals. He described the SMART goal  
56 framework, which includes specific, measurable, achievable, relevant, time-bound, inclusive, and  
57 equitable criteria. He mentioned that the core team will work on developing objectives over the  
58 next few meetings, starting in August.

59

60 The commission considered having commissioners attend core team meetings to prevent  
61 duplicate work.

62

63 Mr. Montez proposed rotating commissioners to attend meetings and offer their perspective.

64

65 The commission discussed involving various departments and representing multiple strategic  
66 directions within the core team, considering the logistics of attending meetings, such as  
67 frequency, duration, and format (in-person or remote). It was emphasized that building  
68 relationships and understanding the city’s operations are essential for effectively contributing to  
69 the strategic plan.

70

71 **d. Preparation for the Joint Council Meeting**

72

73 Chair Vemireddy stated that the commission will hold its joint council meeting on July 14, 2025.

74

75 Mr. Montez noted he would not be in attendance at the meeting due to his being out of town.

76

77 Mr. Montez outlined the logistics for the July 14th meeting with the city council, highlighting the  
78 need for updated slides and talking points. He provided slides for the commission to use at the  
79 joint meeting and recommended editing them to improve clarity and ensure they align with the  
80 council’s expectations.

81

82 The commission started preparing for the Joint Council meeting, discussing the content and  
83 structure of their presentation, including the importance of government actions being informed  
84 by diverse stakeholders. They decided to finalize the presentation by June 30, 2025, with Mr.  
85 Montez coordinating the updates.

86

87 The commission discussed the importance of including multiple voices in the presentation and  
88 assigned roles for various slides. The emphasis was on clear and concise messaging, highlighting  
89 practical impacts and the benefits of having a DEI voice involved.

90

91 Commissioner LaGrange offered to discuss the value of accessibility in government actions.

92

93 The commissioners were given specific slides to present at the Joint City Council meeting. They  
94 talked about how comfortable they feel speaking in front of others and the importance of sharing  
95 their views.

96

97 The commission agreed on dividing the slides, with some commissioners handling multiple  
98 slides to ensure thorough coverage. The significance of collaboration and feedback was  
99 emphasized, with commissioners encouraged to share their thoughts and edits.

100

101 The commission reviewed the assigned slides, making adjustments to ensure all key points were  
102 covered. They discussed the importance of clear and concise messaging, focusing on practical  
103 impacts and the benefits of their work. There was an emphasis on the need for collaboration and  
104 feedback to finalize the presentation content by June 30. The significance of representing their  
105 perspectives and highlighting the practical impacts of their work was reiterated, with an  
106 emphasis on practical outcomes and benefits.

107

108 Mr. Montez provided an update on the meeting schedule and emphasized the importance of  
109 punctuality.

110

111 The commission discussed the possibility of attending the Economic Development Authority  
112 meeting before the city council meeting.

113

114 Mr. Montez reassured the commissioners that although he wouldn't be at the joint meeting, they  
115 wouldn't be alone; they would have support from each other and city staff throughout the  
116 meeting.

117

### 118 **Other Business**

119 Equity and Inclusion Manager Montez asked the commission whether they wanted to hold or  
120 cancel the July 16th regular meeting because of his upcoming absence.

121

122 Commissioner Filip-Crawford proposed canceling the meeting.

123

124 Mr. Montez agreed and asked for a motion to cancel the meeting.

125

126 LaGrange moved, and Stanley seconded a motion to cancel the July 16, 2025, Equity and  
127 Inclusion Commission meeting. The motion passed unanimously.

128

129 Commissioner LaGrange suggested including public comment at the end of the meeting to  
130 accommodate late arrivals.

131

132 The commission agreed, noting it would allow more time for public input.

133

### 134 **Adjournment**

135

136 Chair Vemireddy adjourned the meeting at 8:00 p.m.

137  
138 Respectfully submitted,  
139  
140 Sue Osbeck  
141 *TimeSaver Off-Site Secretarial, Inc.*

**Roseville Equity and Inclusion Commission  
Agenda Item**

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**DATE:** September 17, 2025

**ITEM:** 5.a.

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**ITEM DESCRIPTION:** Commissioner Oath of office

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**Background**

Oath of office for Commissioner Silinas-Ruiz

**Recommendation**

Administer the oath of office

**Attachments**

None

# Roseville Equity and Inclusion Commission Agenda Item

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**DATE:** September 17, 2025

**ITEM:** 5.b.

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**ITEM DESCRIPTION:** Strategic Priority Objective workshop session

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## **Background**

The City is creating a long range strategic plan for city operations and programs. The Equity and Inclusion Commission has been tasked by Council to work closely with staff on the City's community and civic engagement priority. The City's internal core team has worked to develop an objective statement that will guide its work and strategies for its first goal which is to "create an environment for diverse stakeholder participation at all levels and types of city decision-making." Staff will share the objective, strategies and success indicators with the commission for review, feedback and suggestions to ensure it is collaboratively working with the commission to prioritize areas of focus that will guide the strategies to accomplish the goal and strategic priority. Staff would like the commission discussion and recommendations to staff to strengthen the objective, strategies, and measurements.

## **Recommendation**

Commission discussion and recommendations to staff to strengthen the objective, strategies, and measurements.

## **Attachments**

1. Community.Civic.Engagement.objective.Draft 1. 9.12.2025

Community and Civic Engagement (Desired Impact): Roseville's public, across all demographics, feels informed and valued for its feedback and input.

**We will do this by (Goal):**

Create an environment for diverse stakeholder participation at all levels and types of city decision-making

**To get there we will (Objective):**

Strengthen the city's connection with community by implementing fundamental community engagement practices, strengthening City collaboration on community engagement initiatives, and creating initiatives so residents are informed about city programs and operations.

**Strategies:**

- Create a community engagement guide with city fundamentals about engagement.
- Create work group with representatives of each department to share engagement initiatives.
- Develop strategies to encourage community members to engage with us.
- Incorporate all stakeholders in community (residents, neighborhoods, businesses).
- Create learning initiatives that are flexible (open doors) to meet stakeholders needs.

**Measuring success (how do we know we're making progress):**

- Roseville stakeholders report being informed about the city's, mission, vision, values, and strategic plan and how they drive/influence decisions.
- Residents understand how their input will be used and the level of impact it has on decision making in advance of participating.
- Co-creation with community, on community engagement guide.
- Engagements include an intentional plan for historically underrepresented populations to participate.
- Community engagement guide created and number of staff trained to use it.
- Create an environment that fosters a sense of civility in public engagement.

## Workplan/Action Plan

	Year 1	Year 2	Year 3
Strengthen the city's connection with community by training and development/implementing fundamental community engagement principles	<ul style="list-style-type: none"> <li>• Create community engagement guide</li> <li>• Train staff on IAP2 and inclusive design</li> </ul>	<ul style="list-style-type: none"> <li>• Trauma informed care response training</li> <li>•</li> </ul>	
Strengthen the city's connection with community by coordinating/collaborating city community engagement events	<ul style="list-style-type: none"> <li>• Create standing bi-monthly meeting for departments to share upcoming engagement events/plans</li> <li>• Create organization wide organizational calendar for engagement events</li> </ul>	<ul style="list-style-type: none"> <li>• Create upcoming year events calendar</li> </ul>	
Strengthen the city's connection with community by educating residents about government.	<ul style="list-style-type: none"> <li>• Create/update Roseville U (government 101)</li> <li>• Develop strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Partner with CBO to host Roseville U at their site</li> </ul>	