



DIVERSITY, EQUITY AND INCLUSION COMMITTEE MINUTES

February 13, 2024 at 6:00 PM

1. CALL TO ORDER

Roll Call – Meeting was called to order at 6:00 pm

PRESENT

Chair Erika Pham
Vice-Chair Karla Brashear
Member Carolina Wilde
Member Diane Imel
Member Fay Gyapong-Porter (6:19 pm)
Member Imran Haider
Member Jay Edwards
Member Justin Brown
Member Tracy Hester
Student Member Aasha Patel

ABSENT

Member David Siha
Student Member George Luo

STAFF

Amanda Guile-Hinman
Bill Evans (remote)
Lyanna Hoang
Noelle Edwards
Sarah Pearlman
Stephanie Davidson
Zoe Mombert

CONSENT AGENDA

- 2. DEI Minutes for January 9, 2024** - Diane Imel made a motion to approve the January 9, 2024 Minutes. Karla Brashear seconded the motion. Motion passed.

DISCUSSION & RECOMMENDATION

- 3. Street Naming Convention Project** - Respectful presentation and honoring the leaders and their legacy was a concern in the street naming project. The committee had a robust

discussion about the importance of honoring leaders appropriately. Natural Resources can recognize the significant importance to local indigenous communities in the selection of street names.

Erika Pham made a motion to recommend the Street Naming Convention Project to the Natural Resources staff in order to focus on the significance to local indigenous communities and continue a conversation with Planning and Parks and Recreation to reconsider historical figures to make a decision on this street naming convention at the March 12 meeting. Justin Brown seconded the motion. Motion passed unanimously.

4. **Procurement Policies and Procedures Manual** (Legal) – Stephanie Davidson and Noelle Edwards provided a presentation on the draft Public Procurement Policy process and whether or not equity should be included in the policy. Staff recommended allowing but not requiring we hire only businesses from the Certification Office for Business Inclusion & Diversity (COBID) directory, due to low numbers of registered COBID businesses.

Committee liked the idea of providing training to COBID businesses on the certification process. Suggested that all qualified service providers can apply to make it easier for the buyer to look at options available. Concerns voiced about having individuals possibly bring in their bias.

June/July – bring back manual for update.

5. **DEI Committee Code Revision** (Legal) – Amanda Guile-Hinman walked the committee through the process that was used to establish the DEI Committee. Standing committees are in the Code (adopted by Ordinance with a public hearing). The committee is interested in continuing the discussion about adding the committee to the code. However, if changes are needed, it will make it harder to make an update to the Code.
6. **Public Comment** (Legal) – It is common that comment cards have “for/against/neutral”, but not required. Comment card and public comment guidelines are based on council materials. After committee discussion, the proponent, opponent, neutral boxes were removed from the speaker card. The committee confirmed that they want Public Comment to be permanently on the DEI Agenda.
7. **Pride 2024 Representation** – The committee is happy with design options. After some discussion and design guidance, the committee selected the design for a Pride pin from StoryWalks Designs.

Staff also provided an update on Spanish outreach.

8. **Winter Celebrations/Representation** – Discussion was tabled until the March meeting.
9. **Scoping for the Second Half of 2024** – Discussion will continue at the April 9 meeting.

ADMINISTRATIVE BUSINESS

10. **Promote Lecture Series** – Our next event is set for March 6, Erika Pham will be speaking about LGBTQ understanding and alignment.
11. **Juneteenth Planning** – Staff will work with “DJ” Bryson Wallace and speaker Kimberly Howard Wade to confirm their attendance at the Juneteenth event.

Jay Edwards made a motion to pursue contracts with Kimberly Howard Wade and Bryson Wallace for Juneteenth to speak and DJ, respectively, both charging \$400.00. Karla Brashear seconded the motion. Motion passed unanimously.

Suggestion was made to contact Café Yumm for a food donation.

If funds are available, the committee is interested in having books to give away at this event similar to years’ past.

ADJOURN – Meeting adjourned at 8:23 pm

NEXT MEETING - Tuesday, March 12, 2024 at 6:00 pm