



DIVERSITY, EQUITY & INCLUSION COMMITTEE MINUTES

September 13, 2022 at 6:00 PM

City Council Chambers - City Hall or Zoom (<https://us02web.zoom.us/j/83159324538>)

CALL TO ORDER, WELCOME & OVERVIEW OF THE MEETING

Meeting called to order at 6:02 pm

1. **Roll Call**

PRESENT

Chair Imran Haider
Vice-Chair Jay Edwards
Member Camryn Lau
Member Diane Imel
Member Erika Pham
Member Fay Gyapong-Porter (6:19pm)
Member Joni McNeil
Member Luis Gonzalez
Member Santiago Landazuri (6:04pm)
Member Sudeep Taksali

STAFF

Amanda Guile-Hinman, City Attorney
Dan Pauly, Planning Manager
Kelsey Lewis, SMART Grants & Program Manager
Zoe Mombert, Assistant to the City Manager

ABSENT

Member Malak El Manhawym
Member Tracy Hester

GUEST

Kaelyn Cassidy, Wilsonville Spokesman

2. **Community Input**

No public input received.

CONSENT AGENDA

3. **Revised May 10, 2022 Minutes**

4. **August 9, 2022 Minutes**

Jay Edwards made a motion to approve the consent agenda. Erika Pham seconded the motion and the motion passed with unanimous consent.

COMMITTEE DISCUSSION & RECOMMENDATION

5. **Select Representative for SMART Workshop**

Looking for a representative to engage at SMART's community workshop. SMART provided information about the workshop and what they are looking to accomplish at the event. SMART workshop is set for September 20, 2022 from 4:00 pm to 7:00 pm at the Library. Joni McNeil expressed an interest in attending and Fay Gyapong-Porter may be interested.

6. **Flag Pole Policy**

The City Attorney outlined the updates for a Flag Policy and the new addition of a banner policy. The City Attorney will continue discussions about Charbonneau with the Public Works Director regarding the banner policy. Once the City Attorney gets additional input from the City Council, the Committee will continue the discussion about the flag policy.

7. **Engagement Framework Follow Up**

The Planning Manager presented the final version of the Engagement Framework (which will be a living document) and the workflow outlined in the document so far and additional input:

- Discussed outreach efforts to prepare the document.
- Consultants assisted to develop framework for the City.
- Training was provided for staff to help them use the tool.
- Planning staff has discussed the plan with City staff, Planning Commission, DEI and City Council.
- Using the framework to support Frog Pond (active project).
- Staff walked the committee through framework.
 - Slow down and first understand the problems before starting the work
 - Evaluate the successes.
 - Discussed the barriers and identify actions to help recognize how to engage.
 - Menu of activities were outlined for information, input and engagement efforts.

Committee discussed information that is useful and areas of improvement within the document.

- Let's Talk Wilsonville is an open forum. It is suggested that the staff share what they heard during engagement efforts and how it will be used.
- Historically, underrepresented may not believe that their voice matters. Their input is very useful.
- QR code for projects and Let's Talk Wilsonville at the bus stop.
- Community ambassadors were recommended.

8. **Cultural Calendar Development**

- Discussed the format of Harvard's calendar as an example of a cultural calendar.
- Discussed the need for community input before it is recommended to City Council.
- Committee members will send ideas to staff to be compiled and shared in the next committee packet.

Meeting Adjourned at 7:45 pm

Next Meeting: October 11, 2022 at 6:00 PM