



## Equity and Empowerment Commission Meeting

Thursday, November 19, 2020

6:30 p.m.

Zoom Virtual Meeting

### Minutes

**Present:** Chair Jane Grover, Vice Chair Alejandra Ibanez, Delores Holmes, Kathy Lyons, Kymberly Walton Karla Thomas, Max Weinberg

**Absent:** Ald. Melissa Wynne

**Staff Present:** Kimberly Richardson, Interim Assistant City Manager; Shenicka Hohenkirk, ICMA Management Fellow

**1. Called to order/Declaration of Quorum:**

Chair Jane Grover called the meeting to order at 6:34 p.m. and declared a quorum.

**2. Approval of the October 15, 2020 Meeting Minutes**

Commissioner Lyons moved to approve the October 15, 2020 meeting minutes; Commissioner Karla Thomas seconded. Minutes approved.

**3. Public Comment**

No public comments.

**4. For Discussion**

**a. Retreat Part 2**

Dr. Kathleen Yang-Clayton led the commission into part 2 of the EEC retreat discussing the purpose and outcomes. The main three things for the commission to focus on are:

1. Updated Mission statement for the EEC
2. Review of the BCC Project
3. Next steps and timeline for updating the EEC charter

The commission members were divided into two separate groups to discuss how to organize outreach and engagement with other BCC and look into what would be key roles and projects using the DARCI model.

- **Group A:** came up with action plan on how to get on the agenda of the priority BCCs, especially the ones that control money, policies, etc. Have someone from the EEC present a slide deck to discuss the vision and work plan to begin this collaborative work.

- **Group B:** Had some caveats around reiterating the Commission must own leadership in reach out to the other BCCs. Might want to identify and interview those individuals to seek out their interests. Developing what those training assets should be for the commission and develop report cards on the progress of the work being done.

Breaking down the Vision Statement is the next item of focus for the Commission to work on. The mission should focus on what the EEC has the most control and influence over, while keeping a reasonable timeline. The Commission should look to reach a 3 year time frame to accomplish meaningful work/projects and trainings.

- b. Vice Chair Ibanez agreed to draft a mission statement for the Commission. Commissioner Weinberg agreed to draft a timeline for the BCC project, in collaboration with Commissioner Walton.

## **5. Adjournment**

The meeting adjourned at 8:25 p.m.