

NEIGHBORHOODS & DEMOGRAPHIC DIVERSITY ADVISORY COMMISSION
MEETING MINUTES • January 8, 2013 • CITY HALL, CONFERENCE ROOM 4

1 10. **Call to Order:** Meeting was called to order at 7:04 pm by Chair Sutton.

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3 20. **Roll Call:**

4 Commission Chair Shirley Sutton

Commissioner Pining Reyes

5 Commission Vice Chair Glenda Powell-Freeman

Commissioner Marilyn Calbert

6 Commissioner Rosamaría Graziani

Council Liaison Mark Smith

7 Commissioner Gloria Sepulveda

Staff Member Julie Moore

8 Commissioner Angel Shimelish (excused)

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10 30. **Approval of Minutes:** Commissioner Calbert motioned to approve the meeting minutes
11 from December 11, 2012, Commissioner Reyes seconded the motion. Minutes
12 unanimously approved.

13

14 40. **Public Comments:** None

15

16 50. **New Business:**

17 50.1 **Chair and Vice Chair Positions:** Commissioner Powell-Freeman nominated Shirley
18 Sutton to remain as Chair. There were no other nominations for Chair. Commissioner
19 Sutton was unanimously approved as Chair for 2013. Commissioner Sepulveda nominated
20 Glenda Powell-Freeman to remain as the Vice Chair. There were no other nominations.
21 Commissioner Powell-Freeman was unanimously approved as Vice Chair for 2013.

22

23 50.2 **Martin Luther King Jr. Celebration:** Chair Sutton reported that there have been a
24 lot of positive buzz and excitement about the upcoming event. She reported that we need
25 the Diversity Commissioners to assist with the hospitality room for the performers and
26 volunteers. Commissioner Reyes offered to bring her homemade cookies.

27

28 50.3 **Amending Bylaws to Change Meeting Date:** After some discussion it was decided
29 that it is best to keep the meeting date on the 2nd Tuesday of each month so a bylaw change
30 is not necessary at this time.

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32 50.4 **Student Ad Hoc Position:** Chair Sutton remarked to the Commission that the
33 Diversity Commission, as leaders in this community, should be training youth in leadership
34 roles. There was general consensus from the Commissioners that bringing a student on as
35 an ad-hoc member was a great idea and it would be a great learning experience for all
36 involved. Staff Member Moore will research what has been done in the past and inquire
37 with Administration to see what approvals are necessary.

38

39 60. **Old Business:**

40 60.1 **Strategic Planning:** Chair Sutton lead the group on a braining storming session. She
41 asked for short phrases describing who, what, and how in regards to the Commission

42 Brainstorm: what we do, purpose, set goals, how do we get there, who we serve,
43 values, empower, connect, enhance, educate, liaison between the city and community,
44 networking, advocating, navigate, encouraging.

45

46 60.2 **Goals & Activities:** Staff Member Moore handed out a draft Commission Activity
47 Report for 2012 that will be formally submitted to City Council sometime in March. She
48 will send it electronically to Commissioners for feedback. It was reported that City Council
49 approved funding to reinstate the Multicultural Fair in 2014, and a planning committee will

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- 1 be convened in 2013. The Commission discussed possible forum topics for this year.
2 General consensus that the Commission will hold a local candidate's forum in September.
3 Possible Spring forum topics are: human trafficking, drug trafficking, immigration reform,
4 gun control. Staff Member Moore will contact the Police Administration to see if there is a
5 hot topic they are facing right now that they would like to partner with us on a forum.
6
- 7 70. **Staff Update:** Staff Member Moore reported to Commissioners that the City Council has
8 approved funding for a city-wide translation initiative project which sets aside funds for the
9 translation of critical city documents. Staff Member Moore will be drafting up a strategic
10 plan on how to go about identifying the appropriate documents and languages and would
11 like the Diversity Commissions assistance with this project.
12
- 13 80. **Council Liaison Update:** Council Liaison Smith reported that this will be his last meeting
14 with the Diversity Commission. It is most likely that the newly appointed Council Member,
15 Christopher Boyer, will be the new Diversity Commission Liaison, but this is waiting final
16 approval on Monday, December 14, 2013. Council Liaison Smith reported that the city
17 budget was approved by City Council on December 12, 2012 and although it has been
18 passed, there are still significant issues that need to be address in the next two years.
19
- 20 90. **Comments for the Good of the Order:** Commissioners discussed changing our standing
21 meeting date to the 1st or 3rd Tuesday of each month. Commissioners were asked to check
22 their calendars and Staff Member Moore will check with other Commissions to see if this
23 change is possible. The Commission Bylaws will need to be amended in order for this
24 change to take effect.
25
- 26 100. **Adjournment:** Meeting adjourned at 8:36 pm.