

CITY OF McMinnville
MINUTES OF DIVERSITY, EQUITY & INCLUSION ADVISORY COMMITTEE
Held at Kent Taylor Civic Hall and online via Zoom,
McMinnville, Oregon

Thursday, June 9, 2022, at 4:30 p.m.

Presiding: Committee Chair Christine Bader

Recording Secretary: Noelle Amaya, Communications & Engagement

Manager

Committee Members: Present	Excused Absence
Karina Alcantara	Larry Miller
Zack Geary	
Efrain Arredondo	
Christine Bader	
David Cano	
Myrna Khoury	
Tony Lai	
Sarah Schwartz	
Abby Thomas	

Also in attendance were Noelle Amaya,
Communications & Engagement Manager; Susan
Muir, Parks & Recreation Director; Jennifer Cuellar,
Finance Director; Jason Carbajal, Municipal Court
Manager

- 1) CALL TO ORDER: Committee Chair Christine Bader called the meeting to order at 4:31 p.m. and welcomed all in attendance.
- 2) APPROVAL OF MINUTES: Zack Geary MOVED to approve the April 14, 2022, minutes. David Cano SECONDED. Motion PASSED unanimously.
- 3) PUBLIC COMMENT: There were no public comments.
- 4) DEPARTMENT HEAD INTRODUCTION: Jennifer and Jason presented information on the City's finance and municipal court strategy.

Councilor Zack Geary asks about ways that we can measure or support veterans, women, and BIPOC business owners.

Jennifer discusses the challenges and opportunities associated with supporting and encouraging diverse business ownership in McMinnville.

Christine offers additional support to Finance in helping problem-solve or addressing budgeting process and DEI.

Jennifer reminds the committee that City Council vacancies, and a pool of diverse applicants, are paramount to diverse governance.

Jason Carbajal presents information on McMinnville's Municipal Court program.

Jennifer explains the data collection capability of the Municipal Court and that equity or lack thereof can be seen in this data.

Karina Alcantara joins the meeting.

5) **COMMITTEE LEADERSHIP:** Christine presents the draft language for DEI leadership change and discussion.

Zack and Efrain share support to change the leadership structure.

Christine calls for a vote to approved amended language. Tony Lai **MOVES** to approve amended language, Sarah Schwartz **SECONDS**. **MOTION PASSES** unanimously to put the amended language as discussed for review by City Council.

Christine states she will not be present at July meeting and is unsure how to elect a temporary chair for the July meeting.

Kylie reads the current rules for temporary leadership for the July meeting.

Christine **MOVES** to nominate Efrain as the temporary chair for the July meeting. Zack **SECONDS**. Motion **PASSES** unanimously.

Christine proposes a **MOTION** to move Abby Thomas from an ex-officio member to full voting member. Tony Lai **SECONDS**. Motion **PASSES** unanimously.

6) **CITY COUNCIL UPDATE:** Councilor Geary provides an update on City Council and city council vacancy, process, and what has been done to encourage diversity and recruitment.

7) **PUBLIC RECORDS/CORRESPONDENCE** Kylie gives an update on public records correspondence rules regarding public meetings, noticing, and emails.

8) **EQUITY LENS UPDATE:** Efrain gives a brief update and progress being made on the Equity Lens.

Christine suggests sending the Equity Lens draft to local stakeholders and asks about a process for reviewing and adopting the language.

Tony suggested that the public engagement charter should be included or advocated for as part of the equity lens and that the work that has been done should not be discarded or forgotten.

9) OTHER BUSINESS

- a) DEI Training: Sarah, Larry, and Christine are to discuss DEI training format and scope for the City Council.
- b) Parks, Recreation, and Open Space Plan (PROS) Update: Susan provides an update on the PROS plan. Susan states that she will work with the staff liaison to calendar and create space in future agendas for this work. The content will likely take the majority of the August agenda.
- c) Christine updates the group on upcoming scheduling needs, upcoming agenda items, and logistics for the next few committee meetings.
- d) Christine and committee thank Kylie for her service to the committee.

10) ADJOURNMENT Meeting adjourned by Chair Christine Bader at 6:01

s/s Noelle Amaya
Noelle Amaya, Communications & Engagement
Manager
Recorder