



MINUTES
KEIZER COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE
Thursday, December 7, 2023
Robert L. Simon Council Chambers

Call to Order

Chair Laura Reid called the meeting to order at 6:03 p.m. Attendance was noted as follows:

Present:

Laura Reid, Chair
Benita Picazo, Vice Chair
Tammy Kunz
Thais Rodick
Carrie Brown
Stephanie Cross

Absent:

Jill Gust
Shaney Starr
Nevaeh Music

Staff:

Dawn Wilson, Deputy City Recorder
Tim Wood, Assistant City Manager

**COMMITTEE
REPORTS**

Tammy Kunz provided a written report on the Greater Northeast Keizer Neighborhood Association.

Approval of Minutes

**a. November 2023
Minutes**

Tammy Kunz moved for approval of the August Minutes. Thais Rodick seconded. Motion passed as follows: Reid, Picazo, Kunz, Rodick, Brown, and Cross in favor and Music, Gust, and Starr absent.

**Appearance of
Interested Citizens**

None.

**Council
Report/Observance
Recognition
Assignments**

The Committee Members made the following observance recognition selections for their 2024 assignments:

Tammy Kunz - National Disability Awareness Month
Thais Rodick - Black History Month and National Hispanic Heritage Month
Carrie Brown - Asian Pacific Heritage Month and National Hispanic Heritage Month
Benita Picazo - Child Abuse Prevention Month (there is an organization that gives presentations) and National Hispanic Heritage Month
Stephanie Cross - Women's History Month
Laura Reid - Jewish American Heritage Month and Indigenous People's Day

Daughters of the American Revolution represent Constitutional Week
Shaney Starr - Human Rights Day
Nevaeh Music - Lesbian, Gay, Bisexual, Transgender and Queer
Month/Pride Month
Benita Picazo - Lesbian, Gay, Bisexual, Transgender and Queer
Month/Pride Month

a. Update Chart

**Strategic Plan Update
- Feedback from CDE
Committee**

Assistant City Manager Tim Wood provided updated Strategic Plan printouts to each of the members. Mr. Wood summarized the process and stated that the consultants would be at the City Council meeting on Monday, December 11th at 6 p.m. Feedback can be submitted through the survey process on the City's website or email Mr. Wood, and the deadline is December 8th. After all feedback is received, another update would be produced. The City has done outreach engagement, surveys, and focus groups. Now, the City would be identifying key themes, which is six overriding goals, and then the City would have a workshop to create key action plan items. This has been a very intensive and involved process from a staff standpoint.

The Strategic Plan is a three- to five-year plan that will be reviewed annually by City staff to see if any updates need to be made.

The key for this group is to identify what and who the City may be missing.

Areas that this group should focus on and consider if anyone would be negatively impacted are as follows:

Goal One on page 23 - Safety and Support of Services and its Action Items
Goal Four on page 26 - Communications, Translation, and Interpretation
Goal Six on page 27 - Engage Community, and the plan is to have bi-annual community surveys with staff surveys on off-years.

The Committee Members would review the Strategic Plan and provide feedback.

**a. Strategic Plan
Update**

**Community
Organizations**

**a. Review List ~
Updates to be
made by Staff**

The Committee Members volunteered to attend the meetings. Deputy City Recorder Dawn Wilson will update the list accordingly and disburse it to the Committee Members. Chair Reid asked that the Members encourage people to apply to serve on the various committees.

Chair Reid said that we don't need to make specific community assignments.

The Committee Members would try to attend the schools' meetings when

necessary.

Chair Reid shared that the City Council received a flyer from Winston about community activities that are given out at businesses, such as restaurants. Discussion ensued concerning disbursing information to the community and gathering information from the community to learn what they want from this Committee. The Committee Members would make initial contact with the community to let them know about this Committee. This is something that a consultant could help facilitate.

**Review Equity
Agreements – Stay
Engaged**

The Committee agreed to table this item until they get better direction from a consultant.

**Book Study:
Suggested Books or
Thoughts on How to
Broaden the
Committee's
Understanding of DEI
Work**

Benita Picazo talked about equity circles, which is when someone from the outside comes in and trains or provides information on a particular subject. Equity circles also apply to community leaders.

Tammy Kunz mentioned a good book to start with would be "The Inner Work of Racial Justice: Healing Ourselves and Transforming Our Communities Through Mindfulness" by Rhonda Magee. Another book idea is "Fix Injustice Not Kids and Other Principles for Transformative Equity Leadership" by Paul Gorski and Katy Swalwell.

Stephanie Cross provided a list of ways to interpret languages for inclusiveness. She suggested that the Members watch some YouTube videos.

Chair Reid suggested that the Committee highlight the things they learned individually. The Committee would like a new Agenda item, called "Spotlight on Practical Applications of Diversity, Engagement, and Inclusion (DEI)."

New Business

Discussion ensued about Marion County's statistics on the various language speakers. Chair Reid asked to look at other comparable Cities to see if they are translating their utility bills and what they may be doing to have documents translated. Chair Reid would like to check with the League of Oregon Cities and the Mid-Willamette Valley Council of Governments to see if they are offering interpretation services. Mr. Wood would ask about comparable Cities on the City Manager ListServ. Thais Rodick stated that an organization called, Immigrant & Refugee Community of Oregon (Irco) works with recent immigrants and refugees by providing translation services for all languages.

**a. Discussion on
Comparable Cities
and Agencies offering
info on Utility Bills
and other City
documents in**

Spanish--and other languages listed by the Secretary of State Election Division, which are:

- **Spanish - estimated number of speakers: 27,066**
- **Russian - estimated number of speakers: 1,263**
- **Chinese- estimated number of speakers: 654**
- **Vietnamese - estimated number of speakers: 338**
- **Marshallese - estimated number of speakers: 336**

b. Task List for Consultant:

- **Define diversity, equity and inclusion**
- **Create the Keizer Equity Lens**
- **Work through equity agreements - rules of conduct**
- **Identify ways to engage the**

Mr. Wood confirmed that based upon tonight's meeting, the Members would add "how to use the organizational groups" and "equity groups to come up with a plan to use community leaders" to the Task List for a Consultant.

Chair Reid reminded the Members that once they get through the Strategic Plan, they will be better equipped to add items to the Task List for a Consultant.

community
without
violating
public
record laws

- Develop an engagement survey
- Review task and purpose documents
- Assist with creating an action plan with measurable s

Other Business/ Staff Liaison Report

Carrie Brown mentioned that the City didn't have any Spanish materials at the Latino Business Alliance event. Mr. Wood stated that the City is working on having Spanish materials in the future. Carrie Brown offered to help translate materials.

July 4, 2024 Meeting Falls on a Holiday: Would you like me to schedule the meeting for Wednesday, July 3rd -OR- Thursday, July 25th – or Cancel July's meeting?

Chair Reid canceled the July 4, 2024, meeting.

Adjourn

Adjourned: 6:57 p.m.

Minutes Approved: 01/04/2024

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