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To provide oral comments via electronic means, please contact the City Recorder's Office no later than 2:00 p.m. on the day of the meeting. Most regular City Council meetings are streamed live through www.KeizerTV.com and cable-cast on Comcast Channel 23 within the Keizer City limits.



KEIZER COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE
AGENDA

Thursday, March 6, 2025, 6:00 PM
Robert L. Simon Council Chambers

MISSION STATEMENT: 'Exists to foster justice, diversity, equity and inclusion and to strengthen our community through active listening in order to strengthen and encourage civic engagement, understanding and empowerment and to advise the City Council on issues that are critical to connecting our community.'

1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES**
 - a. February 2025
3. **APPEARANCE OF INTERESTED PERSONS**
4. **OTHER BUSINESS/STAFF LIAISON REPORT**
 - a. Discussion on the Amended CDEC Resolution: Do you have any recommended revisions for the Council?
 - b. Discussion on Possible Renaming of CDEC
 - c. Revised CDEC Definitions
 - d. Revised Interview Questions and Rubric
5. **UPDATED LIST OF NATIONAL OBSERVANCE MONTHS FOR COMMITTEE PRESENTATIONS TO COUNCIL**
 - a. **See attachments:**
 - 1) List of Observances approved by Council
 - 2) Presenter Instructions for Observations by Chair Jane Titchenal
 - 3) CDEC Event/Decision Assessment Questionnaire
 - 4) List of 2025 Keizer Events
6. **COMMITTEE MEMBER REPORTS**

- a. Report from Tammy Kunz
- b. Report from Chair Jane Titchenal

7. **NEIGHBORHOOD ASSOCIATION REPORTS-OUT FROM COMMITTEE MEMBERS**

8. **ADJOURN ~ NEXT MEETING: 04/03/2025**

EQUITY AGREEMENTS: Stay Engaged | Listen to Understand | Speak Truth Responsibly | Expect and Accept Non-closure | Be Willing to do Things Differently and Experience Discomfort | Practice Confidentiality | Be Committed To Hold People In Positive Regard | Recognize Intent vs. Impact.

“Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury.”



MINUTES
KEIZER COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE
Thursday, February 6, 2025
Robert L. Simon Council Chambers

Call to Order

Vice Chair Benita Picazo called the meeting to order at 6:05 p.m.
Attendance was noted as follows:

Present:

Jane Titchenal, Chair
Carrie Brown, Vice Chair
Benita Picazo
Tammy Kunz
Stephanie Cross
Councilor Soraida Cross
Mayor Cathy Clark

Absent:

Open Position
Open Position - Youth Member

Staff:

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

**Election of Chair &
Vice Chair**

Councilor Cross noted that upon the appointments at the upcoming Council meeting, the Chair and Vice Chair could change.

Carrie Brown nominated Benita Picazo as Chair and seconded by Jane Tichenal.

Benita Picazo nominated Jane Titchenal as Chair and seconded by Tammy Kunz.

Benita Picazo removed herself from the nomination due to her work commitment.

There was a conscesus for Jane Titchenal to be Chair.

Councilor Cross nominated Carrie Brown as Vice Chair and seconded by Jane Tichenal.

There was a consensus for Carrie Brown to be the Vice Chair.

Approval of Minutes

a. January 2025

Carrie Brown requested a change on second page of minutes, Carriie Wood needs to be changed to Carrie Brown.

Tammy Kunz moved for approval of the January 2025 Minutes as amended. Carrie Brown seconded. Motion passed as follows: Titchenal Picazo, Cross, Kunz, Brown, Councilor Cross, and Mayor Clark in favor with two open positions.

**Appearance of
Interested Persons**

Kris Adams, Keizer, shared that she's very invested in what happens in Keizer and appreciates this Committee. It's important to her to live in a City that recognized everyone and appreciates this Committee's work.

**Selection of National
Observance Months
for Committee
Presentations to
Council**

**a. See Attached List
in Packet**

The members selected National Observance months for presentations to Council in 2025.

Mayor Clark offered to contact the Salem-Keizer Area Senior Center to either give them the Proclamation or invite them to come to the City Council meeting.

It was noted that Domestic Violence Awareness Month and Breast Cancer Awareness Month are in October. Mayor Clark suggested placing National Domestic Violence Awareness Month on a permanent list.

Mayor Clark would contact the Rabbi to see if May 5th or May 19th would work for Jewish American Heritage Month.

Small Business Saturday was requested to add to the list and had been presented by Mayor Clark and the Chamber of Commerce at the second meeting in November.

The Community Diversity Engagement Committee (CDEC) requested to add National Veterans and Military Month and Domestic Violence Awareness Month to the list.

The CDEC wanted to ask the Council to approve two Proclamations on November 3rd for Native American Heritage Month and Small Business Saturday.

The National Suicidal Prevention Month would be on September 2nd.

The members asked for Older Americans Month to be moved to April 21st.

Councilor Cross motioned to take the revised calendar Monday's work session. Seconded by Tammy Kunz. Motion passed as follows: Titchenal, Picazo, Kunz, Brown, Cross, Councilor Cross, and Mayor Clark in favor with

two open positions.

Selection of Neighborhood Associations for 2025

- a. **See Current List in Packet** The members selected the neighborhood associations to attend meetings in 2025.

Other Business/Staff Liaison Report

- a. **CDEC Definitions (Revised by Jane Titchenal)** The revised CDEC's definitions were discussed.
- Discussion ensued on the word Justice, which was part of the CDEC's mission statement and was in the Resolution.
- There was a consensus to keep the word justice. It was noted that having discussions on accessibility was for data. The CDEC was excited about having their meetings available via Zoom.
- The second definition for diversity was preferred. It was requested to have City materials in Spanish and Russian languages. It was noted that funding the translations was an issue, and there was caution to know the meaning behind the translations. Discussion ensued on collaborating with the schools and volunteers.
- There was a consensus to leave only the second diversity and equity definitions and to keep equity with justice because it addressed the other actions. It was requested to replace fairness with the word impartiality to the justice section.
- Assistant City Manager Tim Wood commented that the next step would be to add the Definitions to the application and scoring rubric.
- Tammy Kunz motioned to approve the definitions as covered this event Seconded by Stephanie Cross. Motion passed as follows: Titchenal, Picazo, Kunz, Brown, Cross, Councilor Cross, and Mayor Clark in favor with two open positions.
- b. **Discussion on Upcoming City Council Work Session on February 10th ~ Review Developed Documents in Packet** Mr. Wood asked about including the Definitions under Item number 3 in the application, or the Definitions could be attached to the application.
- It was suggested to use some of the same questions from the application and rubric, but make it user-friendly by condensing it. It was noted that page 2, number 3 wasn't necessary. It was suggested to remove number 2 and combining 4 and 5. It was noted that a numeric score wasn't necessary but rather have qualitative scoring. Follow-up questions were encouraged. It was

noted that the questionnaire could be used by the Councilors or by the Volunteer Coordinating Committee.

Assistant City Manager Tim Wood clarified the items that would be discussed at the Joint Work Session on February 10th, which included looking at the terms, changing the membership from two voting City Councilors to two non-voting council liaisons, and the appointment process.

It was suggested to be specific and have a matrix of this Committee's work.

Mayor Clark encouraged this Committee to look at the upcoming projects and programs and devise clear objectives. She said that they were instrumental in having conversations with the neighborhood associations, updating the ordinance, and looking at the Neighborhoods Traffic Management Program through the diverse lens of this Committee. The City was working with a consultant to develop community engagement for a Transportation System Plan update, which should be one of the objectives for this year.

It was suggested to try and get the Council on the same page as this Committee. It was asked to know the form of collaboration that should be done with other committees. Having someone assigned to managing agendas for other committees was suggested so that this Committee could read the packets for the various committee meetings and to start with the City committees.

The members selected the following meetings to attend:

City Council - Tammy Kunz and Jane Titchenal

Budget Committee - Tammy Kunz

Keizer Public Arts Commission - Stephanie Cross

Parks Recreation and Advisory Board - Benita Picazo

Planning Commission - Tammy Kunz

Traffic Safety, Bikeways, and Pedestrian Committee - Tammy Kunz and Councilor Cross would view the packets.

Volunteer Coordinating Committee - Carrie Brown

Councilor Cross shared a document that was handed out during the meeting on Key Findings and Recommendations by Raymod D. White, who has a book and does leadership training. It was noted that Mr. White was happy to attend a CDEC meeting to provide some insight.

**Neighborhood
Association Reports-
Out from Committee
Members**

There were no neighborhood association reports.

**Committee Member
Reports**

There was no discussion on this item.

**a. Report Submitted
by Tammy Kunz**

Adjourn

Meeting adjourned: 7:52 p.m.

Minutes approved: _____

“Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury.”

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2025-_____

AMENDING COMMUNITY DIVERSITY ENGAGEMENT
COMMITTEE; **AMENDING RESOLUTION R2021-3225**

WHEREAS, the City Council adopted Resolution R2020-3135 (Adopting Keizer
Statement of Values-Justice, Equity, Diversity and Inclusion) on December 7, 2020;

WHEREAS, the Community Diversity Engagement Work Group was formed by
the City Council in April 2021 as part of the Goals and Work Plan;

WHEREAS, the Community Diversity Engagement Work Group made a
recommendation to the City Council to form a Community Diversity Engagement Committee;

WHEREAS, the Keizer City Council formed the Community Diversity Engagement
Committee by Resolution R2021-3225 on November 1, 2021;

WHEREAS, the Council wishes to amend the purpose section, membership section
and term of office section to change the appointment process for the members;

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that Resolution R2021-
3225 (Establishing Community Diversity Engagement Committee) is hereby amended by
replacing Appendix "A" with the attached Appendix "A", and by this reference made a part
hereof.

BE IT FURTHER RESOLVED, upon passage of this Resolution, all current appointed
voting member positions shall be vacated and new appointments shall be made to conform
with these new terms of office and membership.

1 BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon
2 the date of its passage.

3 PASSED this _____ day of _____, 2025.

4
5 SIGNED this _____ day of _____, 2025.

9 Mayor

12 City Recorder

Appendix “A” City Council Committee

Name: Community Diversity Engagement Committee

Purpose: To act in an advisory capacity to the Keizer City Council and to advise on action for community engagement by:

1. Listening to understand. Keizer wants to let everyone know we are all included when we talk about the Keizer community and are important for our community to thrive holistically,
2. Using what is heard to create recommendations for action plan(s) for increasing community engagement and communication on progress in civic processes,
3. Acting on the values included in the Resolution for Justice, Equity, Diversity and Inclusion.
4. To assist in developing action recommendations for community engagement in civic processes in the following areas:
 - a) Collaboration with Council, other city committees, commissions and neighborhood associations to increase active participation and recommend culturally responsive actions,
 - b) Collaboration with other organizations (historical/cultural/arts, business organizations, faith community, community based organizations, education, and additional sectors not usually included),
 - c) Collaborating in community opportunities to have conversation, celebration, relationship building,
 - d) Recommending additions or subtractions of national observances/commemorative/heritage months,
 - e) Help develop metrics and yearly report on tasks identified and the data needed to better understand culturally responsive provision of services and public participation,
 - f) Assist in identifying leaders and build leadership capacity of underrepresented and underserved communities.

Membership: The Committee shall consist of seven voting members. Each member shall be appointed by a member of the City Council. The member shall be appointed to a position corresponding with the position of the Council member responsible for their appointment. The Council will appoint a non-voting Council liaison to the Committee. The Council may appoint a non-voting Youth liaison to the Committee pursuant to the Council Rules of Procedure. The Committee will be staffed by a non-voting staff liaison to be appointed by the City Manager.

Term of Office: Each member of the Committee shall be appointed for a two-year term. The appointments will be announced and the term will begin at the first Council meeting in January of each odd numbered year, following the general election. If an appointed member is unable to serve the term for which the member is appointed or

an appointed member resigns prior to the completion of the term, the Council member responsible for this position shall appoint another individual to finish the term. If a Council office is vacant for any reason, the replacement Council member may, at their option, replace the appointed member. There will be no term limits for members of the Committee.

Chair and Vice-Chair: The Committee will elect the Chair and Vice-Chair at the first meeting of each calendar year.

Meetings: Members of the Committee shall establish a regular meeting date and shall meet as deemed necessary by the Chair. All meetings of the Committee shall follow Robert Rules of Order Newly Revised and the Oregon Public Meeting Laws.

Attendance: It is the duty of each member to attend at least 75% of the meetings each calendar year. When a member is unable to attend a meeting, the member shall notify the Chair. Members of the Committee may be removed by a two-thirds majority vote of the City Council.

List of Potential Names for the Community Diversity Engagement Committee (CDEC) to Consider

March 6, 2025

CDEC Members,

The City Council has the following possible names, and they would like you to make a recommendation on a name change for the CDEC:

- Keizer Community Outreach Committee
- Keizer Culture of Kindness Committee
- Keizer Community Outreach Ambassadors
- Keizer Outreach Alliance
- Keizer Community Connection Committee
- Keizer Neighbors Connection Committee

Community Diversity Engagement Committee ("CDEC")



DEFINITIONS

February 2025

Diversity: The presence of a wide range of unique characteristics, experiences, and perspectives within a group or community. This includes differences in race, gender, age, culture, religion, socioeconomic status, abilities, and more. Diversity fosters inclusion, respect, and the appreciation of varied viewpoints.

Inclusion: is the practice of creating environments where everyone feels valued, respected, and supported, regardless of their differences. It ensures equal access to opportunities and participation, removing barriers for people from diverse backgrounds to thrive and contribute. Inclusion fosters a sense of belonging for all individuals.

Equity: is a principle of fairness that provides support based on a person's unique circumstances to achieve outcomes similar to those of individuals with greater advantages. It focuses on addressing systemic disparities, removing barriers, and ensuring that individuals facing disadvantages receive the necessary resources and opportunities to succeed.

Justice: is the pursuit of impartial and equity, ensuring that all individuals are treated fairly, their rights are protected, and wrongs are addressed. It involves upholding laws, developing and executing policy, holding people accountable for their actions, and striving to create a society where everyone has equal access to opportunities and resources.

Volunteer Coordinating Committee's Interview Questions for the Community Diversity Engagement Committee (CDEC)



CDEC Mission Statement:

To act in an advisory capacity to the Keizer City Council and to advise on action for community engagement by:

1. Listening to understand. Keizer wants to let everyone know we are all included when we talk about the Keizer community and are important for our community to thrive holistically.
2. Using what is heard to create recommendations for action plan(s) for increasing community engagement and communication on progress in civic processes.
3. Acting on the values included in the Resolution for Justice, Equity, Diversity and Inclusion.

CDEC Definitions

Diversity: The presence of a wide range of unique characteristics, experiences, and perspectives within a group or community. This includes differences in race, gender, age, culture, religion, socioeconomic status, abilities, and more. Diversity fosters inclusion, respect, and the appreciation of varied viewpoints.

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Name:

Last

First

Middle

Date:

Address:

City/ State/Zip:

Telephone No.: Home Work Cell/Mobile

E-Mail Address:

Present Occupation:

Keizer Resident: ? ☐ No ☐ Yes – since year:

1. Please provide personal, professional, and volunteer background or perspective you would bring to the efforts of promoting community engagement, diversity, and inclusion, to the committee:

2. What do you envision for Keizer in the future related to community engagement? What do you hope the committee will accomplish, and what specific ideas do you hope to implement during your time on the Committee?

Signature:

Date:

For office use only:

Please return this form to:

Date Received:	Deputy City Recorder's Office
Date Considered:	930 Chemawa Rd NE
Action by Council:	Keizer, OR 97303
Term Expires:	503-856-3418
	503-393-9437 (FAX)
	wilsond@keizer.org

**Volunteer Coordinating Committee
Interview Questions & Scoring Rubric
for the Community Diversity Engagement Committee (CDEC)**



CDEC Mission Statement:

To act in an advisory capacity to the Keizer City Council and to advise on action for community engagement by:

1. Listening to understand. Keizer wants to let everyone know we are all included when we talk about the Keizer community and are important for our community to thrive holistically.
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Name: _____

Selected Position: CDE Committee

Interviewer's Name: _____ Date: _____

Numeric Scoring Guide:

- 1 = Responses were too vague and/or didn't answer questions.
- 2 = Answered the questions with general concepts or examples.
- 3 = Outstanding, thoughtful response with specific and relevant examples

The numeric score should take into consideration the applicants for the work of the CDEC. Responses should be appropriate within the context of the committee work and should highlight personal strengths and qualities for the CDEC.

Interviewer Comments Guide: Please use the space provided to give specific feedback to the Volunteer Coordinating Committee.

PART 1 – Interview Questions:

1. Please provide personal, professional, and volunteer background or perspective you would bring to the efforts of promoting community engagement, diversity, and inclusion, to the committee. Did applicant provide specific examples in their answers?

Circle Numeric Score: 1 2 3 Interviewer Comments

2. What do you envision for Keizer in the future related to community diversity engagement? What do you hope the committee will accomplish, and what specific ideas do you hope to implement during your time on the Committee?

Circle Numeric Score: 1 2 3 Interviewer Comments (Did the applicant demonstrate inclusion and have a vision for a more inclusive Keizer and answer all questions)?

Score: ____/15

PART 2 – Skills:

Demonstrated knowledge and understanding of CDEC role and requirements

Shared information about personal skills/experience to demonstrate qualification for committee

Demonstrated through stories self-awareness of personal experiences

PART 3 – Interviewer Comments:

Please write additional feedback that you believe will help the council in their decision-making.
For example, if you had a recommendation as to why you rated them as you did.

Thank you for sharing your time and expertise!



**COMMUNITY DIVERSITY ENGAGEMENT
COMMITTEE PRESENTATION ASSIGNMENTS**
Updated February 28, 2025

Month/Council Meeting Date 6pm	Observance	CDE Committee Member
February 3 rd	Black History Month	Carrie Brown
March 3 rd	National Disabilities Development Awareness Month	Tammy Kunz & Jane Titchenal
March 17 th	Women's History Month	Jane Titchenal
April 7 th	Child Abuse Prevention Month *	Stephanie Cross & Liberty House Children's Advocacy Center (Mayor Clark contacts them)
April 21 st	Older Americans Month (adopted by Resolution No. R2022-3343 to observe in May)	To be recognized by the Salem-Keizer Area Seniors (Mayor Clark contacts them)
May 5 th	Asian Pacific Heritage Month NOT DISCUSSED AT 02/10 MTG (adopted in Resolution No. R2021-3215 to observe in May)	Carrie Brown & Councilor Cross
May 19 th	Jewish American Heritage Month	The Rabbi (Mayor Clark makes contact & will ask if 05/05 or 05/19 is best)
June 2 nd	Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Month/Pride Month	Benita Picazo
June 16 th	Juneteenth	Jane Titchenal
Sept 2 nd (Tues)	National Suicide Prevention Month	Jane Titchenal
Sept 15 th	Constitution Week * (Sept. 17-23)	Daughters of the American Revolution
Sept 15 th	National Hispanic Heritage Month (Sept. 15 – Oct. 15)	Carrie Brown & Benita Picazo
October 6 th	Indigenous People's Day	Jane Titchenal
October 20 th	Domestic Violence Awareness Month	Mayor Clark contact Center for Hope & Safety & DA

November 3 rd	Native American Heritage Month <i>(invite Tribal Council Confederated Tribes of Siletz Indians - Chair Delores Pigsley)</i>	Mayor Clark contacts Chair Pigsley
November 3 rd	National Veterans and Military Families Month	Tammy Kunz & Councilor Parsons
November 17th	Small Business Saturday	Mayor Clark Presents Proclamation at Chamber Greeters
December 1 st	Human Rights Day	Stephanie Cross

* Members will present or invite an organization to present on their behalf—and to be sure and check with Mayor Clark to see who she may have already invited to be present.

ENGLISH

We are excited to hear from and celebrate you and all that you are representing!

Presenter directions:

- Presentation limited to 1 person
- You will have 5 minutes to present
- Please have all materials ready before presenting
- After all speakers are done presenting, there will be a quick photo-op with the mayor

Thank you so much for your time, energy and expertise presenting this month's proclamation.

SPANISH

¡Estamos emocionados de escucharte y celebrar todo lo que representas!

Instrucciones para los Presentadores:

- La presentación está limitada a una persona.
- Tendrás 5 minutos para presentar.
- Por favor, ten todo el material listo antes de comenzar.
- Después de que todos los oradores hayan terminado sus presentaciones, habrá una sesión rápida de fotos con el alcalde.

¡Muchas gracias por tu tiempo, energía y experiencia al presentar la proclamación de este mes!

RUSSIAN

Мы рады услышать вас и отметить всё, что вы представляете!

Инструкции для выступающих:

- Презентация ограничена одним человеком.
- У вас будет 5 минут для выступления.
- Пожалуйста, подготовьте все материалы до начала.
- После того как все выступающие завершат презентацию, будет короткая фотосессия с мэром.

Огромное спасибо за ваше время, энергию и профессионализм в представлении этой месячной прокламации!

Community Engagement Diversity Committee Event/Decision Assessment Questionnaire

1. Does the event or decision actively engage and include diverse communities in the planning, execution, and/or decision-making process?

(Examples could include inviting feedback from minority groups, ensuring representation in leadership roles, or using accessible platforms for communication.)

- ☐ Yes, it includes diverse input at every stage.
- ☐ No, the community was not consulted or involved sufficiently.
- ☐ I'm not sure.

2. Does the event or decision create opportunities for economic, social, or cultural empowerment for underrepresented groups in Keizer?

(Consider whether the event or decision supports minority-owned businesses, fosters inclusion in social spaces, or ensures cultural representation.)

- ☐ Yes, it provides clear benefits for underrepresented groups.
- ☐ No, there is no noticeable impact on empowering these groups.
- ☐ I'm not sure.

3. Is the event or decision accessible to all community members, particularly those from marginalized or historically underserved groups?

(Think about physical, economic, and informational access—whether events are physically accessible, free or low-cost, and whether language or cultural barriers are considered.)

- ☐ Yes, it is accessible to everyone.
- ☐ No, it excludes certain groups or has accessibility issues.
- ☐ I'm not sure.

4. Does the event or decision actively promote an environment of respect, inclusivity, and anti-discrimination, ensuring that all voices are heard and valued?

(Consider if the event fosters positive interaction across diverse groups and has clear anti-discrimination policies in place.)

- ☐ Yes, the event/decision aligns with these values.
- ☐ No, there seems to be a lack of emphasis on inclusivity.
- ☐ I'm not sure.

5. Does the event or decision reflect the city's commitment to long-term diversity and inclusion, beyond short-term or one-time efforts?

(Reflect on whether the event/decision aligns with the city's broader goals for diversity and inclusion, as seen in past initiatives or official policies.)

- ☐ Yes, this decision/event aligns with long-term goals and initiatives.

- ☐ No, it seems to be more of a one-time effort.
 - ☐ I'm not sure.
-

Instructions for Committee Members:

- Please respond to each question based on your assessment of the event or city decision.
- If unsure, provide additional context or comments explaining why you feel uncertain.
- The purpose of this questionnaire is to help the committee gauge whether current initiatives truly reflect Keizer's shared values of diversity, equity, and inclusion.

List of upcoming, annual and new events happening in 2025 the CDEC could help support

1. Keizer Fest; May 15-18th
2. Riverwalk Art Show; May 16-18th
3. Summer Concerts; ?
4. Street art; collaborate with Keizer Public Arts Commission

What other events do we know are happening this year? Any new celebration or events we could consider?

Tammy Kunz

CDEC notes for March 2025

STEP ACTION TASKS

1 Gain Internal Commitment	• Identify decision makers. • Identify purpose of engagement/scope of decisions • Define Public's Role in decision/assess City's expectations • Identify preliminary stakeholders and issues		
2 Learn from the Public	• Impact analysis of stakeholders and potential issues • Develop a comprehensive list of stakeholders and categorize (primary, secondary, etc) • Correlate stakeholders and issues • Review/redefine statement of purpose or problem to solve		
3 Define Level of Participation	• Assess public and internal expectations • Select level of participation (inform, consult, involve,		

	collaborate, empower) • Assess readiness of organization		
4 Define Decision Process & Objectives	• Understand decision process (timeline) • Set public participation and communication objectives for each step • Develop strategic communication plan		
5 Design Public Participation & Communications Plan	• Create plan • Integrate stakeholder data into plan • Identify timing/resources • Evaluate		
6 Evaluate			

This tool is what Greater Northeast Keizer Neighborhood Association came up with while I shared information. This turned into our Goals and project sheet in this packet. We used this as a guide and changed the language to meet the needs of our group. This is part of the frame tools we have used as a guide and works well.

Select the Level of Participation • Inform • Consult • Involve • Collaborate • Empower

We have learned over the last 18 months of using this model how we engage, how we are doing for providing what our community needs. This has allowed us to grow with having an email list of 642. We also have around 25 to 30 who attend with Zoom and Teams.

My work with the neighborhood family Councils has shown me a number of things. I took some time to review the last 3 years before I decided to take a break from the hands on with the Family Councils. Here I what saw, the results confirm the following key findings:

- Local proximity motivates residents to engage—the closer to home, the more likely they are to engage. (resources provided a tool, meals provided more engagement)
- Engaging residents through groups with which they affiliate increases public trust and willingness to participate in community engagement opportunities. (Family activities, Raffles and being outside in parks) Last year we incorporated bike skills for KNFC (Kennedy Neighborhood Family Council, I still have families ask if we can do this again.)
- Residents are motivated to engage on a variety of issues, but report not being made aware of opportunities to engage. (Fun Fridays hit the mark here and here are some of the areas we targeted over the last 3 years and they will continue to target for the needs that impact each community in a different way) themes we used for this are **Safety and technology, Social and emotional health, Literacy and Gardening, Back to school Readiness** and these are just a few but each of these events were held at parks or St. Edward Church and they brought from 250 to 527 families out and allowed us to engage. This was done with Hallman - Northgate NFC, Kennedy NFC and Highland NFC. Now we have Washington NFC, and Cummings NFC

Established in 2020, this is Salem’s flagship neighborhood council. Made up of families living in the Hallman Elementary School catchment area, the Council sponsors community cafes and the ever-popular Fun Fridays at Northgate Park.

CURRENT MEMBERS

Top Row (*Left to Right*): Monte Price (non-member volunteer), Rosa Cortes, Lupe Mendoza, and Stephanie Jenkins (Vice-Chair)

Bottom Row (*Left to Right*): Bianka Venegas, Fabiola Castro, Veronica Carlos, and Mayra Pucket (non-member volunteer) Ramon Arrendondo

Kennedy is our first neighborhood council in Keizer. Established in 2022 for families in the Kennedy Elementary School catchment area, they have partnered with the Hallman-Northgate Family Council to host two Fun Fridays at St. Edwards Church and many other events/classes for residents.

CURRENT MEMBERS

(Left to Right): Maribel Mora-Martinez (Chair), Eliza Moreno (Secretary), Ron Berkley (Vice Chair), Fernando Lopez, Biolivia Vasquez

Established in 2023, the Highland Neighborhood Family Council is for families living in the Highland Elementary School catchment area. They have hosted multiple events for families, including a very successful Winterfest in late 2023 and a Spring Celebration in 2024, with both events drawing in over 300 families and their children.

CURRENT MEMBERS

Top Row (Left to Right): Kyle Noblett, Maribel Hernandez (Chair), and Eduardo Angulo (non-member - NFC Director)

Bottom Row (Left to Right): Olivia Alvarez, Cony Torres, and Florisel Soriano

Established in September 2024, Cummings Neighborhood Family Council is one of our newest councils, and is for families living in the Cummings Elementary School catchment area.

Members: Kris Adams (Chair), Elizabeth Heredia, Omar Alvarado, Craig Spotts, and Ramiro “RJ” Navarro

Established in September 2024, Washington Neighborhood Family Council is one of our two newest councils, and is for families living in the Washington Elementary School catchment area.

Top Row (Left to Right): Elina Heldart, Meggan Palmer (non-member), Jeremy Rojas, and Maria Cisneros (Co-Chair)

Bottom Row (Left to Right): Jennifer (nonmember), Christine Pottee, and Hadi Garibay-Sánchez (Secretary)

This is the Neighborhood Family Councils for Salem and Keizer and the current people who are Leading our families. The 5 protectives factors are the guiding principles. parental resilience, social connections, knowledge of parenting and child development, concrete support for parents, and social-emotional competence of children and families.

Another item for topic is Appendix A

Language on Membership; has been called into question by Lori, and she would like for us to see if we can address the language under Membership. I am sure she is not alone in this section and it would behoove us to take a look.

Appointed members will be think about the terms; racism, sexism, ableism, and other that can be taken out of context. I did say I would bring this up for us to talk about and maybe we can share new wording to suggest to the council.

Next;

Names for our Committee to look at

1. **Community Engagement**, I think this speaks to what we are designed and set forth as our mission statement.

This sides not have to change our mission or our purpose, we are still an advisory committee to the City Council it just changes some of the bias, it can have on our community, also by changing some of the language it may help people keep an open mind.

SKATS (TAC) 2/11/2025

We got the Verda Lane project approved to move forward. This project has been in the que for a long time and now that all the funding has been attained and all the phases and layout of how to complete this project it will move forward. (KN20741)

Next was the framework for Scoring project; That has gone through and set up and the Policy committee had some time to work on this as well. This will lay the ground for upcoming project, to hit certain bench marks and look at a number of factors.

Talked about the Center Street bridge project and some of what this is going to entail. As information and items are complete more to come.

Greater Gubser NA 2/11/2025

Parks; 2/11/2025

Peggy with the garden sought out some funding to help prepare for the upcoming needs of the garden and to be ready to serve the garners.

Notes for the Framework we have covered in previous meeting and some of the ideas I would like to see us work on for a higher level of community engagement;

Core Principles for a Citywide Community Engagement Policy

To implement these principles, the City also must consider these additional principles: • decision processes must be clear, open and predictable • roles and authority must be clear and well understood • communication must be two-way and consistent • representative participation is needed at all levels • participants at all levels must be held accountable •

genuine engagement (not just input) is essential • local and citywide plans should be related and consistent • change must occur to build trust and participation • Neighborhood Organizations and Cultural Community Organizations should be viewed as partners with City departments and should play a vital role in any engagement activity

SKATS

2/25/2025

Funding for Verda Lane construction project KN20741

The funding for this project has now been approved and will cost for current \$4,149,588.08 the local match is \$675,211.00 = \$4,806,800.00 and the new project cost is \$7,095,128.36 and with the local match of \$2,360,576.38= \$9,455,704.74. is what this break down looks like and the goal is to start this project in spring or summer of 2025. This provides a complete break down for this project.

The federal funds to help with the project are \$2,945,540.28 and Local match total for the project is \$4,648,904.74 would be added to the project. This would connect from Deaborn to Ascot Lane. This also provides a re-align the intersection for Claxter road is part of this project. This also adds, bike lanes, Sidewalks, Storm water improvements for around ¾ of a mile of the road. The was done by creating a new Resolution 25-5 and was approved.

February Work by Jane Titchenal:

- Attended Keizer City Council meeting February 10th
 - Gave comment on the CDEC name change
 - Learned about the new Keizer library that will be voted on after the budget committee meeting (lots of community support for the local library)
- Attended the Greater Gubser neighborhood association meeting on February 11th
 - Talked about the new power lines
 - New park structure at the Bob Newton park
- Created a survey shared online to get feedback on the CDEC name change w/ a space for suggestions and comments.
- Met with Becka Brisbin from Radness Ensues who sits on the KPAC to talk about the Keizer Public Arts Commission and learn more about the street art project they are working on and how we can commission a local artist w/ a diverse background.
- Created a CDEC questionnaire w/ feedback from multiple community members related to the words and impact this tool may have. I sent this document to 5 people in the Keizer community, I am waiting on their responses.
- Created a survey shared online to get feedback on the CDEC name change w/ a space for suggestions and comments.
- Created a presenter instruction sheet w/ 3 languages including English, Spanish and Russian.
- Spoke with a student from McNary in the Youth and Law class about potentially filling the youth chair position. This student is a Junior and recently turned 17.
- All information received regarding community feedback will be shared as available at the upcoming CDEC meeting on March 6th.