



MINUTES
KEIZER COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE
Wednesday, January 7, 2026
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

Call to Order

Chair Robin Barney called the meeting to order at 6:00 p.m. Attendance was noted as follows:

Present:

Robin Barney, Chair
Elaine Wilson
Faustos Ramos, Vice Chair
Guillermo Rodriguez (6:02)
Tammy Kunz

Absent:

Larry Porter
Open Position
Open Position - Youth Liaison

Staff:

Council President Shaney Starr
Dawn Wilson, Deputy City Recorder
Tim Wood, Assistant City Manager

Election of Chair & Vice Chair

Chair Barney opened the floor for chair and vice chair nominations.

Tammy Kunz nominated herself as **Chair**. Seconded by Elaine Wilson. Passed unanimously as follows: Barney, Wilson, Ramos, and Kunz in favor with Rodriguez and Porter absent and two open positions.

Fausto Ramos nominated himself as **Vice Chair**. Robin Barney seconded. Motion passed unanimously as follows: Barney, Wilson, Ramos, and Kunz in favor with Rodriguez and Porter absent and two open positions.

Approval of Minutes

a. December 4, 2025

Robin Barney moved for approval of the December 2026 Minutes. Elaine Wilson seconded. Motion passed as follows: Barney, Wilson, Ramos, Kunz, and Rodriguez in favor with Porter absent and two open positions.

Appearance of Interested Persons

Jacqueline Green, Greater Northeast Keizer Neighborhood Association (GNEKNA), summarized the work that the GNEKNA would be doing in the upcoming year, such as the upcoming joint meeting with all neighborhood associations, setting goals for the 2026 term, and reducing crime through the

Neighborhood Watch Crime Prevention Program.

Guest Speakers

There were no guest speakers.

All Nations Day

Robin Barney shared a handout on an "All Nations Day," which contained all the elements for the event. The venue would be the Keizer Event Center and would probably occur in September on the third and fourth Saturday. The bolded items on the handout were assignments that the members needed to select.

Ms. Barney summarized the handout noting that the food truck would be serving cultural food and that the musicians and speakers could talk about various cultures for educational purposes.

Ms. Barney estimated that they would need about 36 to 40 volunteers for setup, trash, recycling, distribution, vendor setup, to see that food trucks were set up correctly, entertainment hosts to monitor entertainment, decorations setup, be good stewards to talk and try to engage folks, and cleanup.

The hours would be around 11:00 a.m. to 5:00 p.m.

Ms. Barney would like to evaluate the event to fine-tune anything for next year.

Elaine Wilson suggested checking out the Summer Concert Series to see if there was a date conflict. Mr. Wood checked with Valor Mentoring, and they were currently not planning on having a concert in September.

Ms. Wilson suggested having a map of the area showing the setup. She noted that it was the first week of school and the time might be adjusted to accommodate additional participants.

Ms. Wilson asked about the approximate expense. Ms. Barney would be reporting to the City Council on the costs. Mr. Wood shared some of the expenses for the last couple of Blast Camps, which totaled around \$2,500 each year. Ms. Barney would like to keep this event under \$1,000 with sponsorships.

Ms. Wilson asked about insurance, and Mr. Wood said that it would be covered under the City's insurance policy since it was a City-sponsored event. Mr. Wood commented that City Waivers were needed for the volunteers. Ms. Barney would ask for a Certificate of Coverage from the entertainment.

Discussion ensued on the various decorations and which ones would be easy to clean up.

Guillermo Rodriguez shared about an artist and a backdrop and suggested having a photo operator.

Ms. Wilson asked about an in-kind donation form from the City. Mr. Wood shared that the City could provide the vendor a letter with whatever they donated.

It was noted that the marketing would include social media postings, sharing the postings, and electronic reader boards throughout the city.

Council President Starr suggested sending the event flyer to the Chamber of Commerce to go out in their weekly newsletter and that the City's Facebook posting could be shared by the Chamber since the City was a member.

Mr. Wood shared that the concept plan for this event would need to be approved by Council in February before securing any vendors or entertainment.

The members selected the items on the list to prepare for the event.

The members would like to see the postcards go before the City Council at the next meeting. If the Council approves them, then the printing could begin.

Member Selection of the 2026 Observances & Presentation Assignments

a. Make CDEC Assignment Selections, Pending Council's Approval of 2026 Observances

Council President Starr clarified that there was a five-minute total for the proclamation and the speakers.

The members made their selections for the 2026 observances. It was noted that the City Council may have changes to the 2026 list, so some selections may need to be changed.

Member Assigned to Arrange for City Committee to Present at CDEC Meetings

The members reviewed the member assignments for other City Committees to present at a Community Diversity Engagement Committee (CDEC) meeting.

a. 2026 List

Chair Kunz asked the members if they had any changes to the list. Chair Kunz would be a backup to Elaine Wilson for the July meeting. The members would reach out to some of the other committee members.

Joint City Council - CDEC Meeting - March 30, 2026

It was noted that the CDEC's joint meeting with the City Council would be on March 30th at 6:00 p.m.

(Monday)

Mr. Wood shared that in the past, the CDEC reviewed their resolution and its appendix that outlined the responsibilities for this committee, they shared what they were working on, and they asked for guidance from the City Council as to what they wanted the CDEC to work on next.

Committee Member Reports

Ms. Barney reached out with Leslie Risewick and Jane Herb with the Volunteer Coordinating Committee to see which date would work for the volunteer video production. Ms. Barney emailed Public Works Director Bill Lawyer to make sure that the CDEC would be partnered with Public Works for City events, regarding cleanup or anything else he felt was needed, for when the CDEC would be handing out the postcards and surveys.

Neighborhood Association Reports- Out from Committee Members

A Neighborhood Association report was provided under Appearance of Interested Persons.

Other Business/Staff Liaison Report

Assistant City Manager Tim Wood shared that the Citizen Survey was at the dais and that the City used a professional company.

Mr. Wood shared that the hope was to receive 2,000 randomly-selected residents to complete the survey, which would have a unique identifier.

In addition to the formal survey, there would be a link for everyone else to complete the survey. The results from the first 2,000-persons group would be presented separately from the rest of the survey, so there could be a statistically-sound survey from the 2,000 group.

The Citizen Survey was going before the City Council for discussion. **Mr. Wood noted the task for the CDEC was to review the questions to see if there was anything missing.** He noted that questions 1 through 12 couldn't be used because they were set up for all the Cities. However, some of those questions could be pulled.

Mr. Wood noted the following:

- Questions 1 - 12 are standard questions, so they couldn't be changed.
- Questions 13 - 16 are questions the City had added, so far.

Ms. Barney would publish a notice in the paper once the survey was finalized and a QR Code was included.

Regarding the off-site meeting, Chair Kunz suggested finding a backup venue since we haven't heard from the Keizer Southeast Community Center. Ms. Barney suggested using the Vue. Council President Starr suggested the Fire District's Community Room. Mr. Wood would reach out to both venues

about availability. It was noted that the Keizer Senior Center was on the list that Ms Barney previously shared.

Member Reporting to Council on January 20th (Tuesday) - 6pm

Elaine Wilson would report to Council on January 20th.

Adjourn

Meeting adjourned at: 6:59 p.m.

Minutes approved: _____