



MINUTES
KEIZER COMMUNITY DIVERSITY ENGAGEMENT COMMITTEE
Thursday, September 5, 2024
Robert L. Simon Council Chambers

Call to Order

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

Present:

Thais Rodick, Chair
Laura Reid
Tammy Kunz
Stephanie Cross
Shaney Starr

Absent:

Carrie Brown
Benita Picazo, Vice Chair
Nevaeh Music
One Open Position

Staff:

Dawn Wilson, Deputy City Recorder
Adam Brown, City Manager

Approval of Minutes

a. August Minutes

Tammy Kunz moved for approval of the August 2024 Minutes. Councilor Reid seconded. Motion passed as follows: Kunz, Starr, Rodick, Reid, Cross, Music, and Gust in favor with Brown, Picazo, and Music absent.

Appearance of Interested Persons

Interested persons spoke under the Community Diversity Engagement Committee (CDEC) application questions and rubric section.

Committee Member Reports

a. Report submitted by Tammy Kunz

Tammy Kunz shared her report on the Greater Northeast Keizer Neighborhood Association (GNEKNA). She highlighted the Salem-Keizer Area Transportation Study (SKATS) plan from today's meeting.

She had 10 additional people outside of the vendors with 34 in total at the Community Cafe'. There would be another Community Cafe' coming up in December. Councilor Reid suggested that there be a table for this Committee.

Neighborhood Association Reports-

Out from Committee Members

- a. **See Chart in Packet** It was noted that this would be the first month that all the Neighborhood Associations resume meeting regularly.

March 11th Work Session Recommended Action Items

- a. **Community Engagement Framework Work Session ~ Go through input/recommendations from Members & start building methods on how this Committee can communicate in a more systematic way. Please Refer to Attachment.**
- The CDEC discussed what their framework should look like. Tammy Kunz shared that the additional definitions were included because persons in the community asked what the CDEC does. She feels that the CDEC should focus on the community. She would like to develop a flyer or something tangible for people to learn about this Committee.
- Chair Rodick shared that the communications piece needs to be tackled by the CDEC.
- Discussion ensued on what the community wants to see and that they don't want this to turn into a Diversity Engagement and Inclusion (DEI) Committee but rather to have a holistic viewpoint to cover more than one area. Council President Starr shared that this was a reason to better communicate the CDEC's goal and value to the community.
- Councilor Reid asked that the CDEC keep in mind the audience and to breakdown the short- and long-term goals.
- Chair Rodick commented on how to communicate better and more timely to bring in more people.
- Council President Starr commented that running tasks through a framework was important to better plan and engage the community.
- Chair Rodick would draft the framework and incorporate Ms. Kunz's suggestions. She suggested asking what communication modes the public uses.
- Stephanie Cross provided a list of questions for the Equity Lens.
- b. **Minutes from the March 11th City Council Work Session with the Community Diversity Engagement Committee** There was no discussion.

- c. CDEC Application Questions and Rubric (attached) ~ Re-visit** Item was discussed out of order because there were several members of the Volunteer Coordinating Committee (VCC) present and may want to speak on this topic. Councilor Reid invited input from the VCC members and stated that the application and rubric were a pilot idea.

Chair Rodick summarized the questions and objections for the questions. She said that the VCC would make recommendations to Council for the CDEC Members.

Corri Falardeau, Chair of the VCC, Keizer, shared that the CDEC's application covers all the questions she would ask and asked if an interview was necessary. She inquired about being uncomfortable asking follow-up questions and how to ask them without offending candidates.

Councilor Reid answered by stating that although there would be a redundancy of questions by asking candidates to talk about some of the highlights, the interviews give the members a better sense of the persons.

Council President Starr asked why the same process wasn't provided for everyone in order to be equitable. She suggested that they be very thoughtful about the process since they're not having the same process for all committees.

Ms. Falardeau suggested adding language in the Guidelines about do's and don't's with the interview questions.

Councilor Reid asked about having all committees choose five questions to ask.

Jane Herb, VCC member, stated that it would be helpful to have the background information for other Committees to help guide them in the interviews.

Leslie Risewick, VCC member, shared that having an application with questions designed for each committee would be helpful when interviewing.

City Manager Adam Brown commented on some questions that shouldn't be asked and could be prepared by staff. Ms. Herb noted that the VCC has a list of questions.

Mr. Falardeau suggested that if a candidate wanted to serve on multiple committees, that those committee questions populate on the application or for there to be an attachment for each Committee.

Ms. Cross commented that the VCC would have an unbiased view of the candidates.

Chair Rodick stated that the interviews would be a lot more equitable and transparent.

It was noted that the rubric would be completed by the VCC.

Ms. Herb commented that the rubric would be great to take notes.

Ms. Falardeau commented that the rubric and scoring would take a lot of time, especially if there's a lot of turnover for the CDEC.

Councilor Daniel Kohler commented that this Committee was originally set up to bring all people in to engage the community and suggested bringing back the focus of this Committee. He said that he has interviewed four persons who don't want anything to do with a DEI type of Committee. Chair Rodick clarified that the CDEC Resolution sets out the objective of this Committee and includes community engagement.

Chair Rodick asked about parring down the questions if interviewing CDEC candidates becomes a more frequent process.

Council President Starr asked about the proposed process once it gets approved by the City Council. She has heard that there needs to be a revamp of the volunteer application and questions in general and applications would be needed for each Committee. There would then be training on the use of the rubric, grading, and another joint conversation between the CDEC and VCC.

Ms. Falardeau confirmed that if this was the process, the VCC members wanted to be clear on the process in an effort not to make mistakes. She planned on bringing back what they've learned to the VCC and envisions kicking off the process in December or January.

Council President Starr encouraged the CDEC to attend the VCC meeting.

Ms. Falardeau commented that she appreciates the freedom to ask questions while being inclusive.

Ms. Herb wanted to see someone from all of the Committees, at least all of the Chairs.

It was suggested that each Committee review the questions before finalization.

Councilor Reid clarified what would be included in the September 23rd packet: there would be the CDEC application questions and rubric, the pool of questions list, possible suggested questions by the Chairs, the current Volunteer Applications, and draft Minutes from the September 5th CDEC

meeting.

It was suggested that when the packet was published to suggest listening to the September 5th recording of the CDEC meeting.

Ms. Herb suggested asking for 5 or 10 questions from each of the chairs. Chair Rodick commented that the process and questions shouldn't be rushed.

It was noted that the September 23rd Work Session was scheduled to hear the unified voice. Chair Rodick shared that the Mayor would like to see consistency across all boards.

Other Business/Staff Liaison Report

- a. **Recommended
Keizer Public Art
Policy Submitted
by Tammy Kunz**
- Tammy Kunz asked for this proposed Keizer Public Art Policy to go to all of the Committees. The Public Arts Commission asked for a proposal for public art to be displayed in the parks.
- Councilor Reid recommended that this proposed policy be digested by the Arts Commission. She commented that this looked like the beginning of a very lengthy process, and it was too soon for this Committee to review it.

Adjourn ~ Next Meeting: September 23rd (Monday) - Joint Meeting with the City Council

Meeting adjourned: 7:28 p.m.

Minutes approved: _____

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