



## AGENDA CITY OF EL SEGUNDO

DIVERSITY, EQUITY, AND  
INCLUSION COMMITTEE

6:00 PM

CITY HALL – EXECUTIVE CONFERENCE ROOM

350 MAIN STREET

EL SEGUNDO, CA 90245

MARCH 12, 2025

---

### MEMBERS OF DIVERSITY, EQUITY, AND INCLUSION COMMITTEE

Christibelle Villena, Chairperson

Sean O'Brien, Vice Chairperson

Emily Atmore

Steve Gebhart

Valerie Green

Marisa Janicek

Allison Mitrovich

Vacant (2)

The Diversity, Equity, and Inclusion Committee, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of the Diversity, Equity, and Inclusion Committee, regarding any matter on this agenda, that the City received after issuing the agenda packet are available for public inspection at the Checkout Building in Recreation Park, during normal business hours. Such documents may be posted on the City's website at <http://www.elsegundo.org/> and additional copies will be available at the meeting.

Unless otherwise noted in the agenda, the public can only comment on city-related business that is within the jurisdiction of the Diversity, Equity, and Inclusion Committee and/or items listed on the agenda during the Public Communications portion of the Meeting. The time limit for comments is five (5) minutes per person. Before speaking to the Diversity, Equity, and Inclusion Committee, please state: your name, residence, and organization/group you represent, if desired. Please respect the time limits.

***REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can also be found on the City's website at <https://www.elsegundo.org/government/departments/city-clerk>. Please contact the City Clerk's Office at (310) 524-2308 to make an accommodation request or to obtain a copy of the policy.***

## CALL TO ORDER/ROLL CALL

**PUBLIC COMMUNICATION - (Related to City Business Only - 5-minute limit per person, 30-minute limit total)** *Individuals who have received value of \$50 or more to communicate to the **Diversity, Equity, and Inclusion Committee** on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the **Diversity, Equity, and Inclusion Committee**. Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow action on any item not on the agenda.*

### A. CONSENT

1. **Diversity, Equity, and Inclusion (DEI) Meeting Minutes – February 11, 2025**

Recommendation -

1. Approve DEI Regular Committee meeting minutes of February 11, 2025.
2. Alternatively, discuss and take other action related to this item.

### B. UNFINISHED BUSINESS

2. **ACC Joint Meeting Date**

Recommendation -

1. Discuss and approve the date for the ACC joint meeting.
2. Alternatively, take other action related to this item.

3. **Membership Recruitment Plan**

Recommendation -

1. Discuss and approve the Membership Recruitment Plan.
2. Alternatively, take other action related to this item.

### C. NEW BUSINESS

5. **Community Police Academy**

Recommendation -

1. Discuss the Committee's interest in joining the Community Police Academy.

2. Alternatively, take other action related to this item.

**6. Juneteenth Discussion**

Recommendation -

1. Discuss Juneteenth 2025.

2. Alternatively, take other action related to this item.

**D. COMMENTS – RECREATION, PARKS, AND LIBRARY DIRECTOR**

**E. COMMENTS – COMMITTEE MEMBERS**

**ADJOURNMENT**

POSTED

DATE: **03/06/2025**

TIME: **4:00 PM**

BY: **Chelsea Shafer, Acting Senior Admin. Analyst**

SPECIAL MEETING MINUTES OF THE EL SEGUNDO DIVERSITY, EQUITY, AND  
INCLUSION (DEI) COMMITTEE  
TUESDAY, FEBRUARY 11, 2025

CALL TO ORDER – Chairperson Villena called the meeting to order at 5:44 pm

ROLL CALL

Chairperson Villena	-	Present
Vice Chairperson O'Brien	-	Present
Member Atmore	-	Present
Member Gebhart	-	Absent
Member Green	-	Present
Member Janicek	-	Absent

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5-minute limit per person, 30-minute limit total)

None

A. CONSENT CALENDAR:

1. MOTION by Vice Chairperson O'Brien, SECONDED by Member Atmore, approving Regular Committee meeting minutes of December 11, 2024, and January 8, 2025, MOTION PASSED. 4/0

B. UNFINISHED BUSINESS

2. Arts & Culture Committee Joint Meeting Proposal

Members of the Committee discussed the upcoming Arts & Culture Committee Joint Meeting date. They proposed for the meeting to take place during the last two weeks of March or during the first week of April. The final proposed date is to be determined. Committee members mentioned that this meeting will include discussions about activities and events that overlap between both committees such as Juneteenth, United Against Hate, PRIDE, and Joy Around the World. Vice Chairperson O'Brien suggested discussing the art piece for The Plunge.

C. NEW BUSINESS

3. Work Plan & Subcommittee Updates

Chairperson Villena mentioned that the Work Plan was approved by the City Council with revisions. The revisions include innovation around de-escalation, addressing bias, data collection analysis regarding protected classes, and city

engagement including shadow days and networking events. The Committee members agreed to vote at the next scheduled meeting to approve the revisions.

4. Bylaws Update

Chairperson Villena discussed the Bylaws update with the committee and mentioned that the City Council agreed to let the Pilot Program expire for the schoolboard members in May. Committee members also discussed the current and upcoming vacancies within the committee. Changes to bylaws now state that quorum is based on seated members versus seats available.

5. Membership Recruitment

Chairperson Villena asked questions regarding recruitment posting, the duration of the posts, who handles the posts, and the requirements to join. Director Aly Mancini provided information.

D. REPORTS – RECREATIONS, PARKS, AND LIBRARY DIRECTOR

Director Mancini notified the Committee that there will be a Proclamation for Women's History Month during the March 4, 2025, Council Meeting.

E. REPORTS – COMMITTEE MEMBERS

Member Atmore stated that she has completed the Proclamation for Women's History Month and is continuing to work on the Women's History Month Resource Guide.

Chairperson Villena showed interest in the Community Police Academy and discussed the possibility of adjusting the meeting time.

Adjourned at 7:15 PM

*Chelsea Shafer*

Chelsea Shafer, Acting Senior Admin. Analyst