



## 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

SEPTEMBER 10, 2025

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

Christibelle Villena, Chairperson

Sean O'Brien, Vice Chairperson

Emily Atmore

Valerie Green

Allison Mitrovich

La Ruth Wright

Vacant (3)

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 – August 19, 2025**

Recommendation -

1. Approve DEI Special Committee meeting minutes of August 19, 2025.
2. Alternatively, discuss and take other action related to this item.

### B. NEW BUSINESS

2. **Festival of Holidays**

Recommendation -

1. Discuss the Festival of Holidays.
2. Alternatively, discuss and take other action related to this item.

3. **Expectations between DEI and City Council**

Recommendation -

1. Discuss setting clear expectations between DEI and City Council.
2. Alternatively, discuss and take other action related to this item.

4. **Subcommittee Reports**

Recommendation -

1. Discuss subcommittee reports:
  - Community Relations
  - City Engagement
  - Data and Resources
2. Alternatively, discuss and take other action related to this item.

### C. UNFINISHED BUSINESS

**5. Membership Recruitment Update**

Recommendation -

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

**6. El Segundo Vision 2050**

Recommendation –

1. Discuss El Segundo Vision 2050.
2. Alternatively, discuss and take other action related to this item.

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

**E. COMMENTS – COMMITTEE MEMBERS**

**F. COMMENTS – CITY COUNCIL LIASON**

**ADJOURNMENT**

POSTED

DATE: **9/4/2025**

TIME: **3:30 PM**

BY: **Viviann Gonzalez, Senior Administrative Specialist**

SPECIAL MEETING MINUTES OF THE EL SEGUNDO DIVERSITY, EQUITY, AND  
INCLUSION (DEI) COMMITTEE  
WEDNESDAY, AUGUST 19, 2025

CALL TO ORDER – Vice Chairperson O’Brien called the meeting to order at 6:01 pm

ROLL CALL

|                          |   |         |
|--------------------------|---|---------|
| Chairperson Villena      | - | Absent  |
| Vice Chairperson O’Brien | - | Present |
| Member Atmore            | - | Present |
| Member Green             | - | Present |
| Member Mitrovich         | - | Absent  |
| Member Wright            | - | Present |

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

None

A. CONSENT CALENDAR:

1. MOTION by Member Green, SECONDED by Member Atmore, approving Regular Committee meeting minutes of July 9, 2025, MOTION PASSED. 4/0

B. UNFINISHED BUSINESS

2. ACC Joint Meeting Date

Vice Chairperson O’Brien led the discussion regarding the scheduling of the ACC joint meeting date. He proposed October 28<sup>th</sup> as a possible date in which they would discuss the Joy Around the World event. Member Green stated that she believed the joint meeting would be on August 26<sup>th</sup> to present the United Against Hate Week event ahead of time. Senior Administrative Specialist Viviann Gonzalez provided additional information. Vice Chairperson O’Brien noted that he would follow up with Chairperson Villena and encouraged other committee members to do the same.

3. Membership Recruitment Update

Senior Administrative Analyst Khan Watson reported that she did not have an update on the membership recruitment. Member Atmore asked about the application closing date and the timeline for reposting. Senior Administrative Analyst Watson provided additional information.

C. NEW BUSINESS

4. Subcommittee Reports

Member Atmore provided an update on the Data and Resources Subcommittee, noting that she had reached out to Fire Chief Avery to schedule a meeting. She also shared that she had submitted reading materials to Senior Librarian Julie Todd at the library in recognition of Hispanic Heritage Month in September. Vice Chairperson O'Brien asked if someone had been selected to accept the Hispanic Heritage Month Proclamation. Member Atmore provided additional information.

Member Green provided an update on the Member Relations Subcommittee's planning for United Against Hate Week. She announced that the city's event will take place on Wednesday, October 22<sup>nd</sup> at the City Hall Courtyard. Member Atmore suggested including a Letters to Veterans activity as part of the event. Member Green suggested Vice Chairperson O'Brien create the event poster. The Subcommittee plans to partner with the South Bay Coalition Against Hate to organize a food drive.

Vice Chairperson O'Brien provided an update on the City Engagement Subcommittee. He noted having challenges in securing interviews with large companies about their DEI practices, which has caused delays in the project timeline. The subcommittee will now focus on conducting interviews with small, local businesses instead to not further delay the timeline. He added that they plan to reach out to business owners directly and revise the interview questions to improve response rates. Member Atmore provided suggested questions for the interviews.

Member Atmore inquired about the status of the Joy Around the World Subcommittee. Member O'Brien provided additional information.

#### 5. El Segundo Vision 2050

Vice Chairperson O'Brien provided an update on the General Land Use Element Update Technical Advisory Committee (TAC) meeting which focuses on the El Segundo Vision 2050 initiative. Member Green offered to attend in place of Member Mitrovich if she can no longer attend. Member Atmore raised concerns about the survey distribution process, questioning how responses are collected. She noted that if surveys are being sent to the names listed on water bills, they are likely reaching landlords rather than renters, which results in a significant portion of the community being unintentionally excluded. She also inquired whether Vision 2050 addresses only new infrastructure or includes improvements to existing infrastructure as well. Vice Chairperson O'Brien provided additional information.

#### D. REPORTS – RECREATION, PARKS, AND LIBRARY DIRECTOR

None

#### E. REPORTS – COMMITTEE MEMBERS

Member Green expressed her appreciation for the new Subcommittee Reports structure noting that it is efficient.

Vice Chairperson O'Brien shared the same sentiment as Member Green. He also stated that it is important for the committee to consistently reflect on their DEI values, not just through event planning but in all aspects of work.

F. REPORTS – CITY COUNCIL LIASON

None

Adjourned at 6:58 PM

*Viviann Gonzalez*

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Viviann Gonzalez, Senior Administrative Specialist