



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

OCTOBER 8, 2025

MEMBERS OF DIVERSITY, EQUITY, AND INCLUSION COMMITTEE

Christibelle Villena, Chairperson

Sean O'Brien, Vice Chairperson

Kelly Allen

Emily Atmore

Valerie Green

Allison Mitrovich

Christina Silva

Demorrio Wright

La Ruth Wright

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 – September 10, 2025**

Recommendation -

1. Approve DEI Regular Committee meeting minutes of September 10, 2025.
2. Alternatively, discuss and take other action related to this item.

B. NEW BUSINESS

C. UNFINISHED BUSINESS

2. **Joy Around the World**

Recommendation -

1. Discuss Joy Around the World.
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.

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 DIRECTOR

E. COMMENTS – COMMITTEE MEMBERS

F. COMMENTS – CITY COUNCIL LIASON

ADJOURNMENT

POSTED

DATE: **10/3/2025**

TIME: **12:00 PM**

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

REGULAR MEETING MINUTES OF THE EL SEGUNDO DIVERSITY, EQUITY, AND INCLUSION (DEI) COMMITTEE
WEDNESDAY, SEPTEMBER 10, 2025

CALL TO ORDER – Chairperson Villena called the meeting to order at 6:03 pm

ROLL CALL

Chairperson Villena	-	Present
Vice Chairperson O'Brien	-	Present
Member Atmore	-	Present
Member Green	-	Absent
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 Atmore, SECONDED by Vice Chairperson O'Brien, approving Special Committee meeting minutes of August 19, 2025, MOTION PASSED. 3/0. *Chairperson Villena abstained as she did not attend the meeting.*

B. NEW BUSINESS

2. Festival of Holidays

Recreation Manager Linnea Palmer led the discussion on the upcoming Festival of Holidays and requested feedback from the committee. Committee members and Council Member Michelle Keldorf provided their input and asked questions regarding vendor payments and whether vendors are required to pay a fee to participate in the event. Recreation Manager Palmer provided additional information.

Chairperson Villena inquired if any committee members were interested in volunteering for the event's working group. Member Wright volunteered to participate.

3. Expectations between DEI and City Council

Council Member Keldorf initiated a discussion on the expectations between DEI and City Council, asking what actions would help the Committee feel more supported. Vice Chairperson O'Brien shared challenges in connecting with large corporations for research purposes and expressed the need for Council support in those efforts. Member Atmore noted the importance of including the DEI Committee more actively in the announcement of the proclamations, given the Committee's significant role in their development. Council Member Keldorf

provided additional information and suggested that the Committee submit more items for consideration to the Council.

Although the Committee expressed a disconnect with the City Council, Chairperson Villena emphasized that communication has improved since Council Member Keldorf became the City Council Liaison.

4. Subcommittee Reports

Vice Chairperson O'Brien provided an update on the City Engagement Subcommittee. He reported that four local businesses have agreed to participate in interviews and noted that he will be sharing the interview questions with the Committee for feedback before proceeding. He anticipates completing the project by the end of the year and aims to present the findings at either the November 4th or November 18th City Council meeting.

Member Atmore provided an update on the Data and Resources Subcommittee, noting that she has written new proclamations for the International Day of Peace and National Hispanic Heritage Month, which will be ready for the upcoming City Council meeting. She also shared that while a meeting with Fire Chief Avery has not yet been scheduled, a second meeting with Police Chief Rodriguez is confirmed.

Chairperson Villena provided an update on behalf of Member Green regarding the Member Relations Subcommittee's planning for United Against Hate Week. She announced that the city's event will take place on Wednesday, October 22nd, from 5:30 PM to 6:30 PM at the City Hall Courtyard. She also noted that Bill Ruane will be sponsoring pizza for attendees. Vice Chairperson O'Brien will design the event poster and promotional efforts are scheduled to begin on September 22nd. Chairperson Villena and Member Wright volunteered to help with the craft booths during the event.

C. UNFINISHED BUSINESS

5. Membership Recruitment Update

Council Member Keldorf provided the membership recruitment update, reporting that three applications have been received and are waiting for Member Green's application. She announced that interviews are scheduled for Tuesday, September 16th. Vice Chairperson O'Brien shared that he is actively encouraging individuals to apply before the deadline. Chairperson Villena recommended that all applicants review the committee's workplan to better understand the committee's mission and the responsibilities involved.

6. El Segundo Vision 2050

Chairperson Villena provided an update on the General Land Use Element Update Technical Advisory Committee (TAC) meeting which focuses on the El Segundo Vision 2050 initiative. She announced that the meeting has been rescheduled to October 2nd at 5:30 PM and will take place in the Sue Carter Room

at the library. Member Atmore inquired whether the meeting is open to the community. Council Member Keldorf provided additional information.

Vice Chairperson O'Brien gave an overview of the previous meeting and encouraged community members to participate in the land use survey. Member Atmore expressed concerns about how the survey was distributed. Vice Chairperson O'Brien recommended the city to send out an email blast to promote the survey before the deadline.

D. REPORTS – RECREATION, PARKS, AND LIBRARY STAFF

Senior Administrative Specialist Viviann Gonzalez informed the committee that any changes to their regular meeting days would require an amendment to the Committee's bylaws, which must be approved by City Council.

E. REPORTS – COMMITTEE MEMBERS

None

F. REPORTS – CITY COUNCIL LIASON

None

Adjourned at 8:04 PM

Viviann Gonzalez

Viviann Gonzalez, Senior Administrative Specialist