

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