



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
DECEMBER 11, 2024

MEMBERS OF DIVERSITY, EQUITY, AND INCLUSION COMMITTEE

Christibelle Villena, Chairperson
Emily Atmore, Vice Chairperson
Steve Gebhart
Valerie Green
Lewis Hill
Marisa Janicek
Shad McFadden
Sean O'Brien
Vacant (1)

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 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 - November 13, 2024**

Recommendation -

1. Approve DEI Regular Committee meeting minutes of November 13, 2024.
2. Alternatively, discuss and take other action related to this item.

B. UNFINISHED BUSINESS

2. **Committee Discussion Regarding the DEI Annual Workplan**

Recommendation -

1. Discuss the 2025 Work Plan to be presented to the City Council in February 2025.
2. Alternatively, discuss and take other action related to this item.

3. **2025 Subcommittee Scope, Assignments, and Strategy**

Recommendation -

1. Discuss the scope, assignments, and strategies for the DEI subcommittees for 2025.
2. Alternatively, discuss and take other action related to this item.

C. NEW BUSINESS

4. **December Event Debrief - Joy Around the World / Festival of Holidays**

Recommendation -

1. Receive and file the Joy Around the World / Festival of Holidays debrief.

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

5. **DEI Vacancy Update**

Recommendation -

1. Receive and file updates on the DEI vacancy appointments.
2. Alternatively, discuss and take other action related to this item.

D. REPORTS - RECREATIONS, PARKS AND LIBRARY DIRECTOR

E. REPORTS - COMMITTEE MEMBERS

ADJOURNMENT

POSTED:

DATE: 12/06/2024

TIME: 4:00 PM

BY: Chelsea Shafer, Acting Senior Admin. Analyst

REGULAR MEETING MINUTES OF THE EL SEGUNDO DIVERSITY, EQUITY, AND
INCLUSION (DEI) COMMITTEE
WEDNESDAY, NOVEMBER 13, 2024

CALL TO ORDER – Chairperson Villena called the meeting to order at 6:04 pm.

ROLL CALL

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

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

None

A. CONSENT

1. MOTION by Member O'Brien, SECONDED by Vice Chairperson Atmore, approving the Regular Committee meeting minutes of October 9, 2024. MOTION PASSED. 5/0

B. UNFINISHED BUSINESS

2. Committee Discussion Regarding the DEI Annual Workplan

Chairperson Villena spoke about the previous Workplan and presented a draft of a proposed Workplan for 2025. Chairperson Villena requested that the current-term members provide additional feedback for the selected subcommittee portions of the work plan to be include in the workplan presented to the entire committee during the December meeting.

C. NEW BUSINESS

3. Establishing Char and Vice Chair of the DEI Committee

Moved to the January meeting after selections for the vacant seats have been filled.

4. 2025 Subcommittees

The proposed subcommittees were discussed among the current-term members. Chairperson Villena requested that each of the members lead the subcommittees

and to assign the rest of the members once the vacant seats are filled. Update projects and scope of the subcommittees will be presented during the December meeting.

D. REPORTS – RECREATION, PARKS, AND LIBRARY DIRECTOR

Vice Chair Atmore discussed needing to schedule a meeting with the Police Chief to discuss datapoints.

Member O'Brien requested subcommittee roster, appointment, and scope be agendaized for a later meeting and requested to include collaboration efforts with the Arts and Culture Advisory Committee in 2025.

F. DIRECTORS REPORT

Directors Report was moved to after the Consent Calendar at the request of Chairperson Villena.

Director Aly Mancini presented the Committee with their event banner for the upcoming Joy Around the World event and future events. She also proposed an activity for the Committee to host during the Joy Around the World event, where members can engage with the community.

G. COMMITTEE MEMBER COMMENTS

Member Green expressed enthusiasm for the upcoming year for the committee and is looking forward to progressing the committees goals.

Member McFadden discussed the importance of the DEI.

Member O'Brien expressed the importance of the DEI given the current social climate after the 2024 Presidential election.

Vice Chairperson Atmore expressed the importance of the DEI given the current social climate after the 2024 Presidential election.

Chairperson Villena expressed the importance of the DEI given the social climate after the 2024 Presidential election.

Adjourned at 7:35 PM

Chelsea Shafer

Chelsea Shafer, Senior Administrative Specialist