



# SPECIAL AGENDA

## EL SEGUNDO CITY COUNCIL

### COUNCIL CHAMBER

#### 350 MAIN STREET

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#### ***How Can Members of the Public Observe and Provide Public Comments?***

***This meeting will be conducted in Council Chamber.*** Due to the L. A. County Emergency COVID-19 Order, only 10 persons are allowed to gather in Chamber at the same time, and it is expected that the Council members, staff members and interviewees will constitute at least nine persons. Therefore, those persons who want to address the City Council may enter the Chamber one person at a time. Members of the public wishing to view the meeting can do so immediately outside the Chamber in the Civic Center, where TV monitors will show the meeting.

This meeting will NOT be broadcasted live. While viewing the meeting members of the public must observe "social distancing" requirements at all times, *i.e.*, remain six (6) feet from other attendees and wear masks during the entirety of the meeting.

Members of the Public may provide comments electronically by sending comments to the following e-mail address, with a limit of 150 words and accepted up until 30 minutes prior to the meeting: PUBLICCOMMUNICATIONS@elsegundo.org, ***in the subject line please state the meeting date and item number.*** Depending on the volume of communications, the emails will be read to Council during public communications and are subject to disclosure under the Public Records Act.

Members of the Public may also provide comments in the designated area in Council Chamber up to and during public communication portion of the meeting.

#### ***Additional Information***

The City Council, 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 City Council regarding any matter on this agenda that the City received after issuing the agenda packet are available for public inspection in the City Clerk's office during normal business hours. Such Documents may also be posted on the City's website at [www.elsegundo.org](http://www.elsegundo.org) and additional copies will be available at the City Council meeting.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during the **Public Communications** portions of the Meeting. Additionally, the Public can comment on any Public Hearing item on the Agenda during the Public Hearing portion of such item. The time limit for comments is five (5) minutes per person.

*Before speaking to the City Council, please state: Your name and residence and the organization you represent, if desired. Please respect the time limits.*

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**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk, 524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.**

**SPECIAL MEETING OF THE EL SEGUNDO CITY COUNCIL  
TUESDAY, SEPTEMBER 29, 2020 – 1:30 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE – Council Member Giroux**

**ROLL CALL**

**PUBLIC COMMUNICATIONS – (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 City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the City Council. 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 Council to take action on any item not on the agenda. The Council will respond to comments after Public Communications is closed.*

**SPECIAL PRESENTATIONS:**

- a) Diversity, Equity, and Inclusion Applicant Interviews.

**ADJOURNMENT**

POSTED:

DATE: 9.25.2020

TIME: 3:30 pm

BY: Tracy Weaver



**City Council Agenda Statement**  
**Meeting Dates:** September 29 and 30, 2020  
**Agenda Heading:** Committees, Commissions and Boards

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**TITLE:**

Diversity, Equity, and Inclusion Committee Applicant Interviews

**RECOMMENDATION:**

Interview applicants and select members of the Diversity, Equity, and Inclusion Committee.

**FISCAL IMPACT:** None

**BACKGROUND:**

At its July 21, 2020 meeting, City Council authorized the establishment of a DEI Committee. As delineated in the attached copy of the July 21 staff report, to be eligible to serve on this Committee each applicant was required to meet one or more of the following criteria:

1. Resident of El Segundo
2. Student of a public or private high school in El Segundo
3. El Segundo property owner
4. Employed by a business located in El Segundo

A diversity consultant was hired to assist with the interview process, DEI Committee member selection, coordination of DEI Committee meetings, and ensure that substantive recommendations are ultimately provided to City Council.

**DISCUSSION:**

The process to select the nine members of the DEI Committee consists of the following three phases:

**Phase One – Review of Applications**

The City received 69 applicants for the DEI Committee. All applications are available on the City's website, [www.elsegundo.org](http://www.elsegundo.org). The DEI consultant reviewed the applications based on the following criteria:

1. Level of detail in the responses by the applicant
2. Applicant's education and training related to Diversity, Equity, and Inclusion
3. Applicant's perspective on diversity
4. Adherence to the criteria in the July 21 staff report

The DEI consultant selected 36 candidates who were invited for an interview with the consultant.

### **Phase Two – Applicant Interviews with DEI Consultant**

Applicant interviews were conducted on September 8 and 9, 2020. Upon completing the interviews, the DEI consultant narrowed the list of applicants to 20.

### **Phase Three – Applicant Interviews City Council**

Interviews with the 20 applicants will be conducted during two Special City Council Meetings on September 29 and 30, 2020. The following 10 applicants will be interviewed on September 29, 2020:

Christibelle Villena (1:30pm)  
Jan Zoochie (1:45pm)  
Christina Vazquez (2:00pm)  
Kelsey Chittick (2:15pm)  
Keith Puckett (2:30pm)  
Melissa McCaverty (2:45pm)  
Erin Workman (3:00pm)  
Nancy Antoniou (3:15pm)  
Natacha Lee (3:30pm)  
Christina Haley (3:45pm)

The following 10 applicants will be interviewed on September 30, 2020.

Avni Shah (11:00am)  
John Pickhaver (11:15am)  
Steven Wood (Woodie) (11:30am)  
Kenneth Chancey (11:45am)  
Avery Smith (12:00pm)  
Jigisha Bouverat (12:15pm)  
Philip Ludwig (Gus) (12:30pm)  
Lauren Abercrombie (12:45pm)  
Dennis Allen (1:00pm)  
Shad McFadden (1:15pm)

Each applicant will be asked the following six questions:

1. What is your understanding of the role of the DEI Committee and your role as a Committee member?
2. What are the most significant issues regarding DEI in the City of El Segundo; and how have they affected people that you know, including yourself and your family?
3. Please name specific areas of concern for you in El Segundo's handling of DEI; and where you have or would be motivated to put your focused energy?
4. There have been recent events in and near El Segundo which have resulted in differing opinions among groups, some of whom have made requests of the City. How would you begin to respond to these groups to reduce conflict and move toward resolution?
5. Please name a quality of character, people, policies or atmosphere about the City of El Segundo that shows its strength at being able to tackle and manage DEI? What encourages you about this City during these challenging times?
6. *Intersectionality* is a concept used to describe how various marginalized groups experience similar concerns and can gain strength by choosing to be allies for one another. In what area of DEI have you been most engaged?

Discussion and selection of DEI Committee members will occur following the completion of the interviews.

### **Next Steps**

City Council will formally approve the nine DEI Committee appointments at the regular City Council meeting of October 6, 2020. Staff will work with the DEI consultant and the members of DEI Committee to schedule the first Committee meeting.

### **CITY STRATEGIC PLAN COMPLIANCE:**

Goal 1: Enhance Customer Service, Engagement and Communications

Objective A: El Segundo's engagement with the community ensures excellence.

**PREPARED BY:** Barbara Voss, Deputy City Manager

**APPROVED BY:** Scott Mitnick, City Manager

### **ATTACHED SUPPORTING DOCUMENTS:**

1. Diversity, Equity and Inclusion Committee candidate applications
2. July 21, 2020 DEI Committee staff report

# Application Form

## Profile

Christibelle

First Name

Villena

Last Name

[Redacted]

Home Address

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

[Redacted]

Email Address

Common Pool

Employer

Program Officer

Job Title

Tech & Philanthropy

Occupation

**If you are a resident of El Segundo, how many years?**

More Than 5 Years

**Please Agree with the Following Statement**

**You agree that all information provided in the Application are true and valid**

I Agree

**Have you ever served on a City of El Segundo Committee/Commission/Board?**

No

**Which Boards would you like to apply for?**

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

El Segundo Little League From 8/2019 to present - President From 8/2018 to 7/2019 - Auxilliary (Events & Snack Bar) From 8/2017 to 7/2018 - Rookie Division VP From 8/2016 to 7/2017 - Schedule & Umpires

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Over the years, I have volunteered for a number of ESUSD school functions and classrooms, youth sports teams and LA-based nonprofit organizations.

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## **Education**

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University of California, Riverside - Sociology & Business Administrative Studies - BS June 2001

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Mt. Carmel High School, San Diego - June 1997

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## **Part II - Questionnaire**

### **Disclaimer**

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**You agree that this information would be public record...**

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I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

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With my experience and enthusiasm as an engaged community member, mother of two sons, and philanthropy professional committed to social impact, I am excited by the opportunity to serve El Segundo as part of the Diversity, Equity & Inclusion Committee. I am fortunate and humbled by the opportunities I've had throughout my almost 20-year career to build diversity, equity and inclusion in big and small ways. More recently, I've spent the past 2.5 years at Common Pool, developing and managing initiatives for companies, foundations, government entities and wealthy individuals to unlock millions of philanthropic capital to activate bold solutions and accelerate positive change around the world's biggest challenges. I've built and managed programs focused on creating brighter futures for refugees, building faster/cheaper housing for those experiencing homelessness in LA County, expanding economic opportunity for low-income communities in the US and more. Before Common Pool I worked at House of Blues Music Forward Foundation to sustain and grow strong workforce development and career-prep programs for particularly marginalized youth throughout the country. I consulted and provided in-house counsel around strategic planning/fundraising to New Horizon School (Muslim K-8 school in Irvine) and Frederick K.C. Price Schools (Christian pre-12 school in Crenshaw). I oversaw the philanthropic giving of Lynda and Stewart Resnick (Wonderful Company) to support areas including education (school grants, scholarships), workforce development, immigration, health and wellness, the environment and more. I managed fundraising (grant-writing, event-planning) and communications (campaigns) of a national domestic violence nonprofit for more than six years. I implemented LA County's in-school environmental education program, including assemblies and a conference for kids. For four years (first as a volunteer and then as the Director), I coordinated and managed the largest celebration of Philippine arts and culture in Southern CA. For four years, I was also part of an LA-based, Filipino artist collective performing spoken word, dance and poetry focused on social issues, justice and equality. Locally, I serve the community as the President of El Segundo Little League. In this capacity, I am committed to creating a healthy, safe baseball experience for all our families. I am one of the only local leaders to release a statement in support of Black Lives Matter, and like presidents before me, it is a goal of mine to diversify the Board of Directors to include more women and people of color. I have a strong interest and commitment to learning from the past in order to move forward. As a parent, conversations around race, LGBTQ and other social issues have been the norm since my boys were very little. I consider myself an activist and use whatever platform I have to: share data, lessons and history; to speak up for equality and justice; to raise future leaders who will be the difference; and to help activate others to join in the movement. Celebrating diversity, fighting for equity, and collaborating for inclusion has always played - and continues to play - an important part throughout my education, my career, my parenting and many other aspects of my life. I would be honored to have the opportunity to continue this work as part of this Committee. I've been looking for ways to get more involved here in El Segundo and this Committee is a good match and natural next step for me to serve my purpose.



## What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?

Below are some objectives/activities to help fulfill the City's stated committee purpose and goals to work with the community to gain a deeper understanding of the issues and determine how to move forward to bring positive change so everyone who lives, works and visits El Segundo feels welcome. Please note: These are brainstormed with the understanding that I am still learning about El Segundo's history and the way in which the city currently operates and addresses diversity. I also share the following with the hope that once the committee is formed, it will do its due diligence to examine what is currently in place, survey the community to help prioritize activities, and have opportunity to enlist the services and guidance of experts and organizations (such as the Center for Social Inclusion <https://www.centerforsocialinclusion.org/our-work/services/>) with vast experience in improving infrastructure and systems to more effectively and efficiently increase diversity, equity and inclusion in El Segundo for generations to come. Engage the City and community to:

1. Coordinate a citywide approach to improve infrastructure, systems, policies/procedures and more, particularly as they address racism and hate in our community. This may include, but is not limited to: a City proclamation expressing our commitment to diversity, equity and inclusion; and receiving tools and trainings as a member of GARE (<https://www.racialequityalliance.org/members/join/>).
2. Increase the number of diverse City staff/government officials and require more training around racial equity and inclusion (see <https://www.raceforward.org/trainings> and <https://www.nlc.org/program-initiative/race-equity-and-leadership-real>).
3. Increase the number of businesses owned/led by people of color.
4. Examine the financials and explore ways to grow programs around health and wellness, crime prevention, education, affordable housing, and workforce development.
5. Continue to build a culture of transparency and information-sharing. This may include, but is not limited to: a "hub" featuring infographics, "El Segundo By the Numbers" and other data in a format that is clear and easy to understand; more communication on seat availability for City committees and commissions; and creating a "one-stop shop" to promote civic engagement opportunities.
6. Offer programs and opportunities to teach El Segundo's complete history to help us move forward, to gather feedback, and to celebrate the rich diversity in town. This may include, but is not limited to: community conversation events, guest speakers and teach-ins; collaborating with Recreation & Parks Commission to add an educational walking tour in our parks; partnering with the Arts & Culture Commission on a permanent art installation such as a mural; offering a video or blog series dedicated to diversity, equity and inclusion, such as on the City's website and/or in the El Segundo Herald. Collaborate with ESUSD / School Board to:
7. Increase the number of diverse school staff/faculty and require more training to better educate underserved/marginalized youth (see [abolitionistteachingnetwork.org](http://abolitionistteachingnetwork.org)).
8. Examine and improve policies for addressing racism and hate on our campuses.
9. Incorporate a more complete curriculum to include ethnic studies across K-12 and an ethnic studies requirement for high school graduation (see <https://neaedjustice.org/support-ethnic-studies-programs/>).
10. Celebrate diversity throughout the year (and not just during certain months). This may include, but is not limited to: afterschool programs; workshops and assemblies; field trips (such as CAMM, National Museum of African American History & Culture for the 8th grade trip, ESMOA when they host exhibits focused on diversity); school projects and events (for example, replacing the Mission project with something focused on Native people, replacing Colonial Day with the Civil Rights Movement, presentations of a student's culture/country of origin).

**How would you help achieve the objectives and goals?**

I am ready to contribute all I can to ensure the success of this Committee. I will tap into my strengths as a resourceful project manager, utility player, problem-solver and effective communicator and storyteller. I enjoy navigating and improving systems for communication, the flow of information, completing a project and getting the job done effectively and efficiently. While the bulk of my experience is in project management, fundraising and communications, social impact has always been the driver, the focus. An important aspect of my work is gathering data and information to better understand the landscape so that our team can enlist good partners, secure support and community buy-in, and deliver evidence-based programs that work and are responsive to particularly underserved communities. I have experience and a skill set that is well-matched for this work, but some valuable ways I can help are through some intangibles I bring. I am an engaged community member on the pulse of current affairs and can offer an important perspective as a woman of color. I am a lifelong learner and critical thinker who firmly believes in contributing to a culture of kindness, accountability and empathy. I'm approachable and have a way of helping people feel comfortable, especially when they're outside of their comfort zone. I am committed to collaboration and building strong relationships with a diverse range of stakeholders and communities. I fell in love with this town and I am excited to do my part to build a stronger, more inclusive El Segundo.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

I do not have any reservations at this time.

**Other comments:**

Thank you for the opportunity to join a committee like this! I am impressed by the City's commitment to doing this difficult and rewarding work, and look forward to helping in whatever way I can to support and uplift all families and community members in El Segundo.

Jessica Aronoff [REDACTED]

Jessica Duffaut [REDACTED]

Cristy De Jesus [REDACTED]

## Application Form

### Profile

Jan Z Zoochie  
 First Name Middle Initial Last Name

[Redacted]  
Home Address

[Redacted]  
City

[Redacted]  
State

[Redacted]  
Postal Code

[Redacted]  
Primary Phone

[Redacted]  
Alternate Phone

[Redacted]  
Email Address

Retired  
Employer Job Title Occupation

If you are a resident of El Segundo, how many years?

More Than 5 Years

Please Agree with the Following Statement

You agree that all information provided in the Application are true and valid

I Agree

Have you ever served on a City of El Segundo Committee/Commission/Board?

No

Which Boards would you like to apply for?

Diversity, Equity, and Inclusion Committee: Submitted

### Community Service

Tree Musketeers 2007-2009 Volunteered in Richmond Street office and assisted at El Segundo tree plantings. Special Olympics World Games July, 2015 Volunteered with the El Segundo Special Olympics committee that hosted teams from Barbados and Macedonia

Community Youth 1992-1998 Volunteer mentor at South LA non-profit for at-risk teenagers working to complete their GEDs. New Earth 2016-2017 Volunteer mentor for students coming out of juvenile justice facilities. I visited for 3 hours weekly both at Community Youth and New Earth.

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## Education

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UCLA History BA 1983

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UCLA U.S. History MA 1988

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## Part II - Questionnaire

### Disclaimer

You agree that this information would be public record...

I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

In addition to concentrating on African American history during my undergraduate and graduate studies at UCLA (and teaching that subject on both the high school and college level), I also participated in a one-year training course in Cross-Cultural Conflict Resolution through the UCLA Ombudsman's Office. When I was community relations director at UCLA's International Student Center from 1989-2005, the LA Times wrote a feature story about "Discover LA", a one-day tour I created and led through LA's African American and Latino neighborhoods for newly arriving international students in order to help counteract negative stereotypes that they arrived to this country with. I have traveled in 60 countries, and have close and enduring friendships with people from all different races, ethnicities, religions, sexual orientations and ages. I have sung in the Agape International Choir for over 20 years, which is incredibly diverse, and I founded "Voices Raised LA Vocal Collective" a year ago, which is also a diverse group. Basically, my entire life's work has been about building bridges between cultures and communities.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

To identify specific ways we can make El Segundo a more welcoming place for the people of color who reside here, go to school here, work here or visit here, and to ensure that people of color are adequately represented in the political realm.

**How would you help achieve the objectives and goals?**

I have good research and writing skills; and my years of academic study on the subject of systemic racism in America, combined with my work experiences and my long-standing personal ties to the black community in South LA position me nicely to help El Segundo become an even greater community than it already is.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

I would hope that, during the Covid pandemic, interviews and meetings would be held virtually. Because I am concerned about contracting the virus by interacting with people indoors.

Andrew Kelley [REDACTED] Boy's Soccer Coach and Special Ed. Teacher at ESHS Personal friend for over 20 years

David A. Lehrer [REDACTED] Former west coast head of the Anti-Defamation League My boss from 2002-2017 at Community Advocates, Inc., a human relations non-profit and think tank.

Lynell George [REDACTED] Author and former staff writer for the Los Angeles Times. Lynell wrote a feature article about me and my "Discover LA" program on September 23, 1994 ("Destination: Discovery") and we've been personal friends since.

### Application Form

### Profile

Christina M Vazquez-fajardo  
 First Name Middle Initial Last Name

[Redacted]  
 Home Address

[Redacted]  
 City

[Redacted]  
 Primary Phone

[Redacted]  
 Alternate Phone

[Redacted]  
 Email Address

[Redacted]  
 Suite or Apt

[Redacted]  
 State

[Redacted]  
 Postal Code

[Redacted] Project Manager, Operations Project Manager  
 Employer Job Title Occupation

**If you are a resident of El Segundo, how many years?**

More Than 5 Years

**Please Agree with the Following Statement**

**You agree that all information provided in the Application are true and valid**

I Agree

**Have you ever served on a City of El Segundo Committee/Commission/Board?**

No

**If YES, name the Committee/Commission/Board and Term Served**

NA

**Which Boards would you like to apply for?**

Diversity, Equity, and Inclusion Committee: Submitted

### Community Service

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World Vision - 2017 to Present - Fundraiser/Charity Challenge Marathon Runner (LA Marathon). Fund-raised and raised awareness for clean water resources and projects in the Congo; met personal fundraising goals while training/running for the 1/2 Marathon Charity Challenge on behalf of World Vision LAX charity (2018 - \$1500; 2019 - \$1800; 2020 - \$2000).

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Young Life - 2018 to Present - Young Life Committee/Board Member for LAX / El Segundo area. ESHS Band - 2019 to Present - Parent Volunteer

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## Education

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Loyola Marymount University, Los Angeles, CA B.A., Communication Studies (2000)

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## Part II - Questionnaire

### Disclaimer

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**You agree that this information would be public record...**

I Agree

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**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

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As a proud and vibrant first generation Mexican American, I understand firsthand how imperative it is to belong to a diverse and inclusive community. My personal and cultural narrative drives my passion to foster equity, inclusion and diversity, because I understand what it feels like to historically not always feel welcome or included. Our family has resided and thrived as members of El Segundo since 2004, and our children have also attended ESUSD schools. My professional background as Project Manager (Business, Process and Implementation) within the Career and Talent Management industry brings a wealth of experience in reviewing current state processes, providing insight and recommendations for future state improvements to make El Segundo more inclusive, diverse and equitable for all residents, workers, and visitors. In addition, my background in onboarding and training could positively contribute to suggestions on implementing future communication, training, and educational resources for our community.

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**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

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It is my understanding that the purpose of this commission is to work with our community to better understand challenges/issues with diversity/inclusion that residents/workers/visitors face with El Segundo. It is also my understanding that the committee will evaluate current state policies in order to bring positive change that embraces a more inclusive, equitable and diverse policies so all those who live, work and visit feel welcome and valued.

**How would you help achieve the objectives and goals?**

“Seek to understand”, “Listen more, talk less”, “Ask for clarification when needed” are invaluable tools I have utilized when facing a challenge or issue in order to effectively provide recommendations for the future. As a member of this committee I would utilize my project management training in combination with empathy, compassion, positivity and emotional intelligence in order to help El Segundo to identify areas where we as a community can be more inclusive and diverse in our local policies and how we treat and/or welcome visitors, workforce and residents. I would also help be a true champion of change by fostering cohesiveness and inclusion within the committee itself so that other members will feel safe in sharing their own vulnerable experiences in order to move our community forward.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

At this time, I do not have any reservations about this new committee. My sincere hope would be that all recommendations brought forth by this group would affect real change in our beloved city that historically has not always been as welcoming and inclusive as it should be.

**Other comments:**

Thank you for your consideration and for establishing this much needed committee.

Dawn Curry [REDACTED]

Michele Toti-Leach [REDACTED]

Mike Collins [REDACTED]



# Application Form

## Profile

Kelsey

First Name

D

Middle Initial

Chittick

Last Name

[Redacted]

Home Address

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

[Redacted]

Email Address

Employer

Job Title

Writer/Speaker

Occupation

**If you are a resident of El Segundo, how many years?**

More Than 5 Years

**Please Agree with the Following Statement**

**You agree that all information provided in the Application are true and valid**

I Agree

**Have you ever served on a City of El Segundo Committee/Commission/Board?**

No

**Which Boards would you like to apply for?**

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

Baby 2 Baby attend events and support organization which helps provide basic needs to low income  
2017-2019 Alpha Leadership Academy helping low income kids in Watts and Compton (organization is no  
longer active) 2015-2017- helped with paperwork/website Easter Seals - helping kids with disabilities,  
headed up fundraising in NYC for that chapter 2000-2002 and volunteered time One Voice - help feed the  
homeless during the holidays 2019

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## Education

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University of North Carolina at Chapel Hill - Communications and Psychology - BA 2000

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## Part II - Questionnaire

### Disclaimer

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You agree that this information would be public record...

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I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

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I believe I should be appointed because I am very qualified for this role and I have been waiting for this opportunity since we moved here in 2004. This community is one of the most impressive and special places to live. And, there is still a lot of work to be done to make it diverse, safe, and inclusive for people of all races and backgrounds. My hope is that this committee is the start of a honest conversation, one that leads to positive and practical changes that allows our town to be a place where everyone feels supported and valued. This town is unique, and the support my family received after losing my husband changed our life. Nate spent his 15 years working hard to bring different views and sides together to find solutions that worked. He was passionate about continuous improvement and was committed to the people in this town, regardless of what side they stood on. I hope to carry on with what he started. I began my career in NYC working for Easter Seals and helping fundraise for children with disabilities. After that I spent 6 years at Johnson & Johnson in Sales and then moved into the Management Training program. There we taught teams and individuals how to work together, not in spite of their differences, but because of them. Studies have showed different points of views and different skills sets are what make the best teams, and that is true for a town also. I went on to work in Clinical research heading up Outreach and recently spent the last 7 years as Director of Program Management at a global Recruitment Firm. My job was to help multi-million dollar companies recruit, hire and build teams that were diverse and extremely effective. I owe so much to this town. It would be an honor to give back and hopefully help El Segundo become a shining example of humanity in the great city of LA.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

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I believe the goal is to start an open dialogue where everyone is heard and respected. Each committee member needs to become excellent in listening and trying to understand where and why the other person feels they way they do. Once we learn from each other, and empathize with their position, then we can began to work together to find solutions that are a beneficial to this town and create a community where kindness, inclusion and dignity is offered to each individual. I am certain with the people in this town, with our wonderful Police Chief, and so many people committed to having the hard conversations, we can do hard (and great) things.

**How would you help achieve the objectives and goals?**

I will listen, I will come in with an open mind and an intention to understand each issue and situation without any preconceived notion that I have it "all figured out." I will offer solutions that I have read about that have worked in other towns/countries/neighborhoods, I will bring opposite sides together and help mediate those discussion in a kind and intelligent way. And once we understand each other, I will help develop next steps and tangible ideas that can move us in the right direction. Finally I will help drive the changes forward through outreach, information and forums where we can hear what is working and what still needs attention.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

I don't have any outright reservations as long as we create a safe place, with varied opinions and respectful individuals that all have a common goal in mind. Our North Star need to be clear and agreed upon. How we get there can be up for debate, but we must agree on why and what we want to do and have clear markers on what a success looks like months and years from now.

**Other comments:**

Although these are crazy and uneasy times, I believe that these are the moments that move us forward. El Segundo is unique and everyone who lives here is lucky to call this place home. To much is given, much is expected...and I know we can do better and hopefully we can become an example of how growth and change can create a win-win for all sides.

Michelle Keldorf- [REDACTED]

Michelle Baker - [REDACTED]

Dr. Ron Heredia - [REDACTED]

# Application Form

## Profile

Keith E Puckett  
 First Name Middle Initial Last Name

[Redacted]  
 Home Address

[Redacted]  
 City

[Redacted]  
 State

[Redacted]  
 Postal Code

[Redacted]  
 Primary Phone

[Redacted]  
 Alternate Phone

[Redacted]  
 Email Address

Expeditors International of Washington, Inc.  
 Employer

Regional Security, Safety and Service Provider Manager  
 Job Title

Regional Manager  
 Occupation

**If you are a resident of El Segundo, how many years?**

More Than 5 Years

**Please Agree with the Following Statement**

**You agree that all information provided in the Application are true and valid**

I Agree

**Have you ever served on a City of El Segundo Committee/Commission/Board?**

No

**Which Boards would you like to apply for?**

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

Redondo Beach Youth Basketball 2014 - 2019 Director of Girls Division, Director of High School Division, Coach, Assistant Coach

## Education

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## Part II - Questionnaire

### Disclaimer

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You agree that this information would be public record...

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I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

---

I would like to use my ability to collaborate in this committee to influence change in El Segundo. I work for a global organization. I'm trained on project management. My team at work is made up of security and safety professionals from all over the world. We embrace one another cultures and appreciate what each of us bring to the table. I love living in El Segundo. I have lived here longer than I have lived any where else. I'd like to contribute to making positive changes here.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

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Encourage El Segundo residents to embrace diversity and inclusion. Supporting activities for this objective include facilitating and developing multi-level diversity and inclusion programs that reduce the cultural distance found among individuals from different backgrounds. Programs would be designed to increase Awareness, Understanding, Commitment and Action for the purpose of advancing a diverse and inclusive community.

**How would you help achieve the objectives and goals?**

---

Collaborate with committee members, outside groups, fundraisers and pull best practices from other cities and DEI groups.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

---

There is a vocal group here in town who thinks things are fine as is and are not fans of change. I worry this group is not willing to work to a compromise where all parties can walk away feeling satisfied.

---

Ben Watkins 

---

Tanya Taylor 

---

Kenyatta Ingram



# Application Form

## Profile

Melissa

First Name

Mccaverty

Last Name

[Redacted]

Home Address

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

[Redacted]

Email Address

Self

Employer

Independent Contractor

Job Title

Attorney

Occupation

If you are a resident of El Segundo, how many years?

More Than 5 Years

Please Agree with the Following Statement

You agree that all information provided in the Application are true and valid

I Agree

Have you ever served on a City of El Segundo Committee/Commission/Board?

No

Which Boards would you like to apply for?

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

Richmond Street School PTA, 2014-2020 - Room Parent Richmond Street School PTA, 2015-2016 - Auditor Richmond Street School PTA, 2016-2018 - President El Segundo PTA Council, 2018-2019 - President El Segundo Girls Softball, 2014 - 2019 - Uniform and Trophy Coordinator, Treasurer

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## Education

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William Allen High School, Allentown, PA - Diploma 6/12/93 Virginia Tech, Blacksburg, VA, Double Major - Political Science and Communication Studies - B.A. 5/10/97 California Western School of Law, San Diego, California - Law - Juris Doctor 4/28/00

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## Part II - Questionnaire

### Disclaimer

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**You agree that this information would be public record...**

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I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

---

I grew up in a diverse city in eastern Pennsylvania called Allentown. My high school had a diverse student population with a significant Black, Puerto Rican and Dominican student population. We were all friends, we all went to each others houses, we all lived in close proximity to each other. My best friends that I am still best friends with to this day are Puerto Rican and Black. My friends moms would make food from their cultures for us and differences were accepted. I could go on and on...However, moving to California, really opened my eyes to segregated neighborhoods - I truly had not seen this in my upbringing. I went on to become a lawyer and a Public Defender in both Orange and Los Angeles County's. My first assignment in the Public Defenders Office was Juvenile Court. It was incredibly infuriating to see children arrested in Orange County and the disparity in treatment between the youth of Laguna Niguel and south Orange County vs. the children from Santa Ana. I was 26-years old and livid. The children in Laguna and Newport were diverted out of the court system at the discretion of the police departments. Our courtrooms were filled with Black and Hispanic children and their parents. Some of these children were being raised by gang members. I remember thinking they didn't stand a chance. After 7 years, I changed career trajectory, and worked for the County of Los Angeles, Office of the County Counsel. Instead of going against the Sheriff's Department in Court, I now represented the Sheriff's Department. I mostly handled car accident cases, where a Sheriff Deputy was involved in a car accident while rolling "Code 3" with lights and sirens on. I also had the privilege of representing various other County Departments, like Fire, Social Services, Public Works and many many others. I believe that my upbringing and my work as both a Public Defender and County Counsel provide me with a unique viewpoint on the Diversity, Equity and Inclusion Commission.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

---

As this is a new Commission, I would love to see us create something that really opens up the eyes of the community. I think that in recent years, the "I don't see color" narrative has really gone to far. This commission could help educated parents that in fact we do need to teach that having a different color skin is something to be celebrated, but also can put our friends in danger. I would love to see this Commission act as a liaison between the community and City Hall.



**How would you help achieve the objectives and goals?**

---

I would love to see this Commission create a BIG presence in this town. I see us holding events, educating on Black History, Native American History, Asian American History, etc... When I first heard of the Japanese Internment Camps in California, I was horrified. I was in my second year of law school. People need to be educated on diverse history and cultures early on. We can hold exhibits at the library, different months can be a different history. We can have booths at the Farmer's Market to help educate. I am fully in support of re-naming a park(s) in honor of people of color. I think the people that are opposed to BLM see things as "all or nothing." For example if you support BLM - you don't support the police. We need to educate or open people's eyes that you can support both. You can support BLM and police, but hold police accountable for outdated, harmful practices.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

---

I really don't have any reservations. This is a wonderful addition to our community and I believe it's very needed. I'd be proud to have my name on this Commission.

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Karena Gurr - [REDACTED]

---

Tiffany Houser - [REDACTED]

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Jocelyn Solomon, [REDACTED]

# Application Form

## Profile

Erin R Workman  
 First Name Middle Initial Last Name

[Redacted]  
 Home Address

[Redacted]  
 City

[Redacted]  
 State

[Redacted]  
 Postal Code

[Redacted]  
 Primary Phone

[Redacted]  
 Alternate Phone

[Redacted]  
 Email Address

Los Angeles College of Music  
 Employer

Executive VP  
 Job Title

Music/Higher Education  
 Occupation

**If you are a resident of El Segundo, how many years?**

1 Year

**If less than 1 year, how many months have you lived in El Segundo**

8 Months

**Please Agree with the Following Statement**

**You agree that all information provided in the Application are true and valid**

I Agree

**Have you ever served on a City of El Segundo Committee/Commission/Board?**

No

**Which Boards would you like to apply for?**

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

President of the LACM Foundation, 2015-present

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**Education**

California State University, Chico BA Music Education/Vocal Performance 1997

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**Part II - Questionnaire****Disclaimer**

**You agree that this information would be public record...**

I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

I am a gay woman who has recently moved to El Segundo, but have been a South Bay resident for many years. I am an educator and a member of the music industry in Los Angeles. While I have felt acceptance in the industry, I have concerns that El Segundo could be more inclusive regarding BIPOC and those of the LGBTQ+ community. I would like to assist with adding perspective, with the goal of attracting new visitors and residents, and comforting existing ones with new inclusion policies.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

To insure, first and foremost, that all citizens and visitors of color feel completely safe and welcomed in El Segundo. Secondly, to insure that LGBTQ+ families feel that El Segundo is a safe and accepting town to raise their families in and enjoy the community without fear or reservation.

**How would you help achieve the objectives and goals?**

I would be willing to devote time and effort to presenting and supporting community goals that would further the ability for the community to be fully aware of, and inviting to, the various members of the community. It is my impression that not every diverse resident is represented or seen/heard currently.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

None - I would welcome the opportunity to be involved.

---

Jeanna Hill 

---

Tom Aylesbury 

---

Tina Manning [REDACTED]

# Application Form

## Profile

Nancy \_\_\_\_\_ V \_\_\_\_\_ Antoniou \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_  
 Home Address

\_\_\_\_\_  
 City

\_\_\_\_\_  
 State

\_\_\_\_\_  
 Postal Code

\_\_\_\_\_  
 Primary Phone

\_\_\_\_\_  
 Alternate Phone

\_\_\_\_\_  
 Email Address

NantWorks LLC \_\_\_\_\_  
 Employer

SVP Strategic Operations &  
 CHRO \_\_\_\_\_  
 Job Title

Professional \_\_\_\_\_  
 Occupation

## Please Agree with the Following Statement

You agree that all information provided in the Application are true and valid

I Agree

Have you ever served on a City of El Segundo Committee/Commission/Board?

No

Which Boards would you like to apply for?

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

Mount St. Mary's University 2009 to Present. Held various roles including but not limited to; President, MBA Alumni Association, Member of the Board of Alumnae, Member of the Board of Regents.

## Education

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## Part II - Questionnaire

### Disclaimer

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You agree that this information would be public record...

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I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

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The time to be neutral is behind us, we must acknowledge that disparities within our communities exist and are multifaceted. There is no blueprint on how one must proceed yet, we are required to adopt new strategies which create equitable environments and promote diversity, equity, and inclusion. What we do know is that silence is a stance and the perception of inaction, is a position. I'm committed to fostering a culture of awareness, mutual respect, and creating a sense of belonging in partnership with internal and external stakeholders. As leaders we must model the behaviors we want the city to adopt. Once appointed I would use my voice and platform to amplify across boundaries the change we need to become. First and foremost I am a mother, wife, and lifelong learner. I'm thoughtful in my approach to solving complex problems and bring a respectful approach to conflict resolution and employee relations. I take pride in the quality of my work to deliver the right level of results while juggling competing priorities. Much of my experience focuses on strategy development, human resources and corporate operations in the biotech, pharmaceutical, health care and technology sectors. In those capacities, I have successfully overseen the integration of employee and organizational goals, implementation of enterprise solutions while maximizing the engagement and effectiveness of leadership and the workforce. Currently I am responsible for the administrative operations, environmental health & safety, optimization of resources, the learning and career development of the human capital across a portfolio of companies including the Los Angeles Times and the San Diego Union Tribune. Our corporate headquarters is located in El Segundo with office locations across the United States and a collective workforce of 3,000 employees. I received a Bachelor of Arts and Master's in Business Administration with a concentration in Organizational Leadership from Mount St Mary's University in Los Angeles, CA and completed a field of study in China in Energy and Utility Management. I'm a certified notary and the Society for Human Resource Management Senior Certified Professional (SHRM-SCP). As a native Angelino my work interests focuses on driving the type of change that enables and empowers people through collaboration, the development of programs and partnerships, strategy design, and implementation to deliver with positive impact.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

The DEI Committee will serve to advise the City Council on best practices for creating opportunities where people can feel a sense of belonging and thrive economically. The Committee should focus its work on three primary key goals which are fully integrated into the core values of the city; research, advocacy, and the development of people. Together we can commit to building a community of civility that is inclusive of all people, driven by collaboration and a desire to enrich the level of service it provides to its constituents meaning its residents, business owners, and patrons of the city in order to prepare the next generation of leaders.

**How would you help achieve the objectives and goals?**

Through practice, policy, and accountability we can address institutional racism and disparities. Initially by conducting a self-assessment of the local government agencies we can gauge the temperature for change, acknowledge the gaps and publicly recognize that we are committed to dismantling them. Using these findings will help initiate programs to rebuild the areas of focus to reflect the directives of success for the future. The Committee can achieve its objectives and goals by adopting a learning mindset. Conducting research and data driven analysis will help us to better understand the current state of the issues that exist. Instituting annual policy and practice reviews to address the operational needs of the city will be key to taking a proactive stance and pivoting to create balance and achieve greater outcomes. We can then develop community wide programming to amplify advocacy and create a system of transparency and accountability. Ultimately I'm proving access to multimodal learning through training and development of people and their competencies, which will serve to inform and upgrade our thinking and resolve to doing better. It will involve engaging and entrusting the implementation liaisons who in turn will become the advocates for change.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

The important work required to be successful is a long-term commitment to a journey of change. The beginning stages of this work involves performing a self-examination of the city that may create a level of reservation for the government agencies which need to be involved. Oftentimes these type of surveys reveal information that may be difficult to assimilate. The initial results tend to highlight the gaps and shortcomings at every level. My reservation is based on a fundamental question of readiness. Is the city and its constituents open to the prospect of identifying gaps, receiving negative feedback, and information about its current state of DEI? Will the City Council and the DEI committee be ready to accept prospective findings that its constituents may experience unequal and unfair access to the various offerings the city provides? My reservation is tied to the potential myopia and lack of readiness for change.

Chris Argentieri, President & COO [redacted] Los Angeles Times [redacted]

An Ruda, co-chair of the Labor and Employment practice group [redacted] BZBM San Francisco [redacted]

Darcy Stoltz-Burke, Founder & CEO [redacted] Watermark Associates [redacted]

# Application Form

## Profile

Natacha

First Name

S

Middle Initial

Lee

Last Name

[Redacted]

Home Address

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

[Redacted]

Email Address

Employer

Job Title

Student

Occupation

**If you are a resident of El Segundo, how many years?**

More Than 5 Years

**Please Agree with the Following Statement**

**You agree that all information provided in the Application are true and valid**

I Agree

**Have you ever served on a City of El Segundo Committee/Commission/Board?**

No

**Which Boards would you like to apply for?**

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

Marisville Home for the mentally ill (been volunteering there since seventh grade)

Portraits of Hope (been doing that since freshman year)



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## Education

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El Segundo High School (going to be a senior)

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## Part II - Questionnaire

### Disclaimer

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**You agree that this information would be public record...**

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I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

---

I should be appointed so I could voice the concerns of El Segundo's minority youth since I am of mixed race and attend ESHS. Additionally, I finished my junior year with a 4.8 and intend to major in Human Resources in college.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

---

I believe the objectives of this commission board should be to listen to the concerns of the POC in El Segundo and work to raise awareness about racial inequality and foster an inclusive environment for our community.

**How would you help achieve the objectives and goals?**

---

As a student at the high school and a minority, I have a direct connection to the youth of El Segundo and have firsthand experience on the racial hostilities in our community. Using my experiences and my connections to my classmates, I could provide a crucial perspective.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

---

I worry that this committee may not include young people and students. If this comes to fruition, than the whole goal of the committee would be lost as my generation and the generations after mine are the people who can truly change the future.

# Application Form

## Profile

Christina

First Name

M

Middle Initial

Haley

Last Name

[Redacted]

Home Address

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

[Redacted]

Email Address

American International Group (AIG)

Employer

SVP, Head of Product Management & Implementation

Job Title

Product Manager

Occupation

**If you are a resident of El Segundo, how many years?**

More Than 5 Years

**Please Agree with the Following Statement**

**You agree that all information provided in the Application are true and valid**

I Agree

**Have you ever served on a City of El Segundo Committee/Commission/Board?**

No

**If YES, name the Committee/Commission/Board and Term Served**

N/A

**Which Boards would you like to apply for?**

Diversity, Equity, and Inclusion Committee: Submitted

## Community Service

AIG D&I Initiative Co Lead Women & Allies ERG 2017-2020 United Way of Greater Los Angeles Women's Leadership Group 2015 - Present

## Education

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College of the Redwoods General Education Degree not acquired

---

In the course of my career at AIG, I have completed coursework in finance, executive leadership, distribution of securities, project management, insurance and have been a leader in our D&I initiative. I was FINRA licensed (securities) as part of my work at AIG, but no longer hold that designation.

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## Part II - Questionnaire

### Disclaimer

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You agree that this information would be public record...

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I Agree

**Why do you think you should be appointed? What is there specifically in your background, training, education and interests which qualifies you as a candidate?**

---

As noted above, I have been engaged in AIG's D&I initiative for the past 5 years. I was instrumental in launching our Los Angeles based Women & Allies Employee Resource Group (ERG) and am a member of all of our active ERGs in Los Angeles (includes Pride, Black Professionals, Asian Leadership and Latino network. I am often the only female in a predominately male dominated industry--once being told that I would never achieve my career aspirations because I was both female and didn't have an advanced degree.

**What do you see as the objectives/goals of the Committee(s)/Commission(s)/Boards(s) you are applying to?**

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To evaluate the city's current policies and offer recommendations to the City Council relating to Diversity, Equity and Inclusion. Specifically seeking to understand and gain a deeper perspective of today's issues and determine how we can promote positive change in our community. Specifically, that means that El Segundo is a great place to visit, work and live and that we all feel welcome and valued.

**How would you help achieve the objectives and goals?**

---

With a background in project management and a long held commitment of loving my neighbors, I offer an organized mind and a compassionate heart. I am often the calming factor in the room and go out of my way to understand others, their opinions and how they view the world.

**What reservations, if any, do you have about the Committee(s)/Commission(s)/Board(s)?**

I would approach with position with a realistic optimism. While in positions of leadership in for-profit and non-profits, I have not prior been involved in City Commission. So, there is an unknown factor, which I welcome as an opportunity for learning.

**Other comments:**

I appreciate the opportunity to volunteer for this commission. I am proud that I live in a community that is willing to pursue this type of endeavor. My husband was raised here and we raised our children in El Segundo. I look forward to playing a role in how El Segundo looks for the next generation.

Manda Ghaferi

Rob Scheinerman

James McGruder

**AGENDA DESCRIPTION:**

Diversity, Equity, and Inclusion Committee Implementation Recommendations

**RECOMMENDED COUNCIL ACTION:**

Authorize establishment of the new Diversity, Equity, and Inclusion Committee, approve implementation recommendations, and add to the City's Local Appointment List pursuant to the California Government Code § 54972.

**ATTACHED SUPPORTING DOCUMENT:** None.

**FISCAL IMPACT:**

There will be both direct and indirect fiscal impacts to the General Fund. Direct fiscal impacts will likely be in the \$5,000 to \$10,000 range for cost of outside consultant and related research and materials expenditures. These costs will likely be absorbed via the existing FY 2019-2020 General Fund Budget and future FY 2020-2021 General Fund Budget. If there are greater financial needs, staff will return to City Council for separate budget appropriation authority.

**STRATEGIC PLAN COMPLIANCE:**

**Goal:** 1 Enhance Customer Service, Engagement, and Communications

**Objectives:** A El Segundo provides unparalleled service to internal and external customers.  
B El Segundo's engagement with the community ensures excellence.

**Goal:** 2 Support Community Safety and Preparedness

**Objective:** A El Segundo is a safe and prepared community.

**Goal:** 3 Develop as Choice Employer and Workforce

**Objectives:** A El Segundo is a City employer of choice and consistently hires for the future.  
B The El Segundo workforce is inspired, world-class, engaged, with increasing stability and innovation.

**Goal:** 5 Champion Economic Stability and Fiscal Sustainability

**Objective:** A El Segundo promotes community engagement and economic vitality.

**PREPARED BY:** Scott Mitnick, City Manager



## **BACKGROUND:**

In response to the tragic death of George Floyd while in the custody of a Minneapolis police officer on May 25, 2020, thousands of protests took place across the United States, including several protests in El Segundo. El Segundo residents shared their concerns about local racial diversity issues, inclusion, treatment by police, experiences at local schools, and other matters during several community rallies. Residents also spoke on these topics at the June 3, 2020 City Council meeting. City Council then discussed these issues during a June 11, 2020 closed session meeting. At its June 16, 2020 meeting, City Council directed staff to establish a new Diversity, Equity, and Inclusion (“DEI”) Committee in an effort to ensure that these issues are properly identified, discussed, vetted, and ultimately addressed by City Council. Some of the notable comments made by City Council at this meeting included the following:

- Establish DEI Committee as an advisory body to the City Council.
- Form DEI Committee quickly, although recognizing that the work this Committee will study will take time to thoroughly vet.
- Add diversity, equity, and inclusion to City’s Strategic Plan.
- DEI Committee should help City Council shape future metrics for addressing institutional and systematic racism.
- Outcomes must be measurable, accountable, and lasting.
- Review City diversity issues through a DEI lens as part of the multi-tiered process.
- Inform members of the El Segundo community about this opportunity to participate.

## **DISCUSSION:**

Since the June 16<sup>th</sup> City Council meeting, staff has held several internal meetings to discuss Committee purpose, structure, membership application, interview and selection process, initial study topics, initial deliverables (work product) to City Council, timeline, etc. Staff engaged in extensive outreach with the community (youth and adults) to encourage people to apply for the new DEI Committee. To move the process forward, staff recommends the following next steps:

### Application deadline

As of July 15, 2020, over 80 inquiries were made and 41 applications submitted. The DEI Committee application deadline was initially set for July 17, 2020. In response to the high level of interest, and in an effort to ensure that there is a wide net cast to avoid unintentionally excluding anyone from applying, staff extended the deadline to July 31, 2020.

### Use of a diversity expert

In an effort to assist with the interview process, Committee member selection, coordination of Committee meetings, and ensure that substantive recommendations are ultimately provided to City Council, staff recommends use of an outside diversity professional (expert in this field) to guide the process.

### Committee membership eligibility

To serve on this Committee it is recommended that each applicant meet one or more of the following requirements:

1. Resident of El Segundo.
2. Student of a public or private high school in El Segundo.
3. El Segundo property owner.
4. Employed by a business located in El Segundo.

### Committee applicant interviews

Interviews are recommended to take place during the month of August 2020.

### Number of Committee members & term lengths

Total Committee membership is recommended to consist of nine (9) members. The term length for each member is recommended to be three years without term limits. In order to ensure continuity and staggered rotation of membership, it is recommended that initial membership include three (3) two-year terms, three (3) three-year terms and three (3) four-year terms.

### Appointment date

City Council is recommended to approve Committee appointments at either the September 1 or 15, 2020 regular meeting, after the interviews have been completed.

### First Committee meeting date

This will take place as soon as all nine members of the Committee are able to do so (in September or October). A regular meeting schedule will be established at the Committee's first meeting.

### Committee support

Staff support will be provided and coordinated by City Manager's Office. Initially, City Manager and key members of the Executive Team (including the Police Chief) will attend Committee meetings. Other staff will be assigned as needed. As mentioned above, it is recommended that an outside diversity professional be engaged to assist and facilitate Committee formation, interviews, membership selection, coordination of Committee meetings, and recommendations to City Council.

## Study topics

Based on issues raised during the protests and discussed by local community members, the following initial study topics are recommended:

1. Public Safety (including a review of Police Department policies, practices, training, diversity, and future direction).
2. Citywide Organization (including a review of City government policies, practices, training, diversity, etc.).
3. Community at-large (including a review of City demographic data, history, trends, etc.).
4. Local Economy (including a review of private sector diversity policies, practices, training, etc.).

## Initial Committee recommendations to City Council

If possible, initial Committee recommendations will be presented to City Council in early 2021.

## Committee resolution, bylaws

After the Committee is assembled, meeting dates/frequency established, study topics solidified, etc., staff will seek City Council approval of a Committee Resolution, bylaws, and other related initiation documents.

## **TIMELINE:**

- City Council authorization to establish the DEI Committee: July 21, 2020
- Staff selection of an outside professional consultant: ASAP
- Incorporation of “diversity, equity, and inclusion” in City’s Strategic Plan, effective with start of FY 2020-2021: ASAP
- Committee membership application deadline: July 31, 2020
- Committee membership interviews: August 2020
- Committee membership appointments: September 1 or 15, 2020
- Commence Committee meetings: September or October 2020
- City Council approval of Committee to establish Resolution, bylaws, and other related initiation documents: October 2020
- Initial Committee recommendations to City Council: February/March 2021 (or sooner)