



**REGULAR MEETING OF THE  
CITY OF EL SEGUNDO  
Diversity, Equity, and Inclusion (DEI) Committee  
AGENDA**

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MEETING DATE: Wednesday, April 13, 2022  
MEETING TIME: 5:30 p.m.

DUE TO THE COVID-19 EMERGENCY, THIS MEETING WILL BE CONDUCTED  
PURSUANT TO GOVERNMENT CODE SECTION 54953(E)  
TELECONFERENCE VIA ZOOM MEETING  
MEETING ID: 835 1098 5510  
PASSCODE: 944438

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

Join via Zoom from a PC, Mac, iPad, iPhone, or Android device, or by phone.

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456105944438

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*The time limit for comments is five (5) minutes per person. Before speaking to the Committee, please state your name and residence or the organization you represent. Please respect the time limits.*

Members of the Public may also provide comments electronically by sending an email to the following address, with a limit of 150 words and accepted up until 30 minutes prior to the meeting: [pbates@elsegundo.org](mailto:pbates@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 the Committee during public communications.

**NOTE:** Emails and documents submitted will be considered public documents and are subject to disclosure under the Public Records Act. and possibly posted to the City's website.

**NOTE:** Public Meetings can be recorded and are subject to disclosure under the Public Records Act and possibly posted to the City's website.

***Additional Information:***

The Diversity, Equity, and Inclusion Committee, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Diversity, Equity, and Inclusion Committee.

*PLEASE NOTE: Public Meetings are recorded.*

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Portland Bates, 310-524-2343. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.**

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## A. CALL TO ORDER

## B. ROLL CALL

Avery Smith - Chairperson  
Kenneth Chancey - Co-Chairperson  
Vacant-Member  
Vacant-Member  
Vacant-Member

Shad McFadden - Member  
Christina Vasquez-Fajardo - Member  
Christibelle Villena - Member  
Steven Wood - Member

## C. PUBLIC COMMUNICATION

Related to city business only and for which the DEI Committee is responsible. At this time, members of the public may speak to any item on the agenda only. Before speaking, you are requested, but not required, to state your name and address for the record. If you represent an organization or a third party, please so state. 5 minutes per person; 30 minutes total

## D. APPROVAL OF MEETING MINUTES

### 1. Minutes from the Wednesday, March 9, 2022 DEI Committee Meeting

*Recommendation:* Approve meeting minutes.

## E. UNFINISHED BUSINESS

### 1. Extension of the Teleconferencing Method of Public Meetings in Accordance with Government Code § 54953(e).

*Recommendation:* (1) Declaration that local officials continue to impose or recommend measures to promote social distancing and (2) Approve

### 2. Meeting Time Change

*Recommendation:* Approve meeting time change from 4:30 p.m. to 5:30 p.m.

### 3. Draft Community DEI Survey

*Recommendation:* Review and approve Community DEI Survey.

### 4. Special DEI Committee Meeting to Introduce Newly Appointed DEI Committee Members

*Recommendation:* Approve and select date/time for special DEI Committee meeting.

## F. REPORT OF SUBCOMMITTEES

- a. Local Economy
- b. Community at Large
- c. Public Safety
- d. Citywide Organization

## G. COMMITTEE MEMBER COMMUNICATION- Limited to 5 minutes per member

## H. ADJOURNMENT



**City of El Segundo**  
**Diversity, Equity, and Inclusion**  
**Meeting Minutes**  
March 9, 2022 4:30 p.m.  
Zoom

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**A. CALL TO ORDER**

The meeting was called to order at 4:32p.m. Chairperson Smith and roll call was conducted by Senior Administrative Analyst Monse Palacios.

**B. ROLL CALL**

**Committee Members Present:** Shad McFadden, Avery Smith, Christibelle Villena, Kenneth Chancey, Christina Vazquez-Fajardo and Steven Wood.

**City Staff Present:**

Darrell George, Interim City Manager  
Lance Giroux, Councilmember  
Barbara Voss, Deputy City Manager  
Joaquin Vazquez, Assistant City Attorney  
Monse Palacios, Senior Administrative Analyst  
Christina Reveles, Economic Development Coordinator  
Portland Bates, Management Analyst

**C. PRESENTATION**

Darrell George, Interim City Manager Introduced himself to the committee.

Senior Librarian, Julie Todd shared information with the committee regarding the Living Library Program. The Living Library Program is a partnership with ESMOA. It aims to address people's prejudices by helping them talk to individuals that they normally would not meet in a 20 minute 1-on-1 conversation.

Topics this year are Food Cycle LA, Homelessness, Mental Health Advocacy and Holocaust Survivors.

**D. PUBLIC COMMUNICATIONS**

John Pickhaver member of Sweat Equity Alliance urges the committee to use their voice and assist the city in hiring a City Manager that can effectively carry the DEI initiatives.

**D. APPROVAL OF MEETING MINUTES**

Motion: to approve the meeting minutes of Wednesday, Wednesday 9, 2022 meeting was made by Member Chancey and second by Member Villena. Motion passed 6-0

**E. NEW BUSINESS**

**1. Community Survey**

Committee discussed potential questions.

Vice Chairperson Chancey would like to add the following questions.

Do you feel welcomed in the city? If not, what can we do to make you feel welcomed?

Committee would also like the survey to be shared with employees.

Barbara Voss, Deputy City Manager will have a draft for the committee during the next regular meeting.

2. **Bylaws-Meeting Time Change**

Motion: to officially amend the meeting time in the bylaws was made by Member Chancey and second by Member Villena. Motion passed 5-1 abstention.

3. **Vacancy Update**

City Council will host interviews March 15 and the appointees will be announced in the following City Council meeting.

Committee discussed possible changes to the recruitment process.

4. **Extension of the Teleconferencing Method of Public Meetings in Accordance with Government Code 54953(e)(3).**

Motion to continue teleconferencing only through the end of the month was made by Vice-Chair Chancey and second by member Vasquez-Fajardo. Motion passed 6-0

Committee would like the meetings broadcasted, filmed or via zoom for residents.

Monse Palacios, Senior Administrative Analyst will conduct a doodle poll to possibly change the committee meeting time.

## **F. REPORTS OF SUBCOMMITTEE**

1. **Local Economy**

Lauren assisted the subcommittee in a tremendous way by gathering DEI scorecards and gathering information from multiple companies located in the city.

2. **Community At Large**

Having the right community feedback is important including the start of the survey.

3. **Public Safety**

Meet and Greet with the Fire Department.

4. **Citywide Organization**

Working on the following.  
Employee Engagement Survey  
DEI Statement  
EVOLVE Internship Opportunities

## **G. COMMITTEE MEMBER COMMUNICATION**

Steven Wood- None

Shad McFadden- Happy to hear new members will be joining the committee.

Christina Vasquez-Fajardo- Excited for Living Library events. Encouraged everyone to join the events and take the time to speak to the participants. Encourages the city to be open with the recruitment process and perhaps bring Jimmy Pete as part of the process. Also, suggested that new members have the choice of choosing the subcommittee they are a part of.

Kenneth Chancey- Excited to have new members join the committee.

Christibelle Villena- Thankful to have attended the Event at the Museum of Tolerance. Felt encouraged and proud to be a member of the DEI Committee.

Avery Smith- Event at the Museum of Tolerance was great, DEI Committee was well represented. He met with Dr. Lee at Richmond Street School in hopes of collaborating with the school's DEI program. Possible joint event in the fall focusing on multi-culturalism.

## **H. ADJOURNMENT**

Meeting was adjourned at 6:20pm pm to the next regular scheduled meeting Wednesday, April 13, 2022 at 5:30pm.