



**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 9, 2024**

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**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](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 - August 14, 2024**

Recommendation -

1. Approve Regular Committee meeting minutes of August 14, 2024.
2. Alternatively, discuss and take other action related to this item.

2. **Diversity, Equity, and Inclusion (DEI) Meeting Minutes - September 11, 2024.**

Recommendation -

1. Approve the Regular Meeting minutes of September 11, 2024.
2. Alternatively, discuss and take other action related to this item.

### B. UNFINISHED BUSINESS

3. **Committee Discussion Regarding United Against Hate Week.**

Recommendation -

1. Discuss the final report on the United Against Hate Week event.
2. Alternatively, discuss and take other action related to this item.

### C. NEW BUSINESS

4. **Committee Discussion Regarding DEI Annual Workplan**

Recommendation -

1. Discuss FY 24/25 Work plan.
2. Alternatively, discuss and take other action related to this item.

5. **Committee Discussion Regarding Proclamation Procedure**

Recommendation -

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1. Discuss the procedure for placing proclamations on City Council Agendas.
  2. Alternatively, discuss and take other action related to this item.

**D. REPORTS - DIVERSITY, EQUITY, AND INCLUSION COMMITTEE**

**E. REPORT - DIRECTOR'S REPORT**

**ADJOURNMENT**

POSTED:

DATE: 10/4/2024

TIME: 6:00 PM

BY: Chelsea Shafer, Senior Administrative Specialist

REGULAR MEETING MINUTES OF THE EL SEGUNDO DIVERSITY, EQUITY, AND  
INCLUSION (DEI) COMMITTEE  
WEDNESDAY, AUGUST 14, 2024

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

B. ROLL CALL

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

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

Gensis Jackson gave public comment regarding current litigation involving the City.

D. CONSENT

1. MOTION by Member Green, SECONDED by Member McFadden, approving the Regular Committee meeting minutes of July 10, 2024. MOTION PASSED. 6/0

E. NEW BUSINESS

1. Review of DEI Committee Mission & Purpose

City Attorney provided clarification regarding actionable items that the committee can take when receiving public comment. Members discussed topics as it relates to the DEI including scope, future strategies when handling ongoing issues, the current mission statement, the DEI report to City Council.

F. UNFINISHED BUSINESS

2. United Against Hate Week (*Moved up the agenda at the request of Chairperson Villena*)

Member Green provided update for the Candlelight Vigil.

Member McFadden provided an update on the peace pole.

1. DEI Membership

Director Aly Mancini provided an update on DEI Committee interviews. Members asked questions regarding the application reviewing policy for current members reapplying.

G. SUBCOMMITTEE REPORTS

None

H. DIRECTORS REPORT

None

I. COMMITTEE MEMBER COMMENTS

Member McFadden commended Chairperson Villena for her work for the committee.

Member Hill stated that he will be stepping down from the Committee after October 9.

Member Green thanked Member Lewis for his service to the Committee.

Vice Chairperson Atmore spoke about the mission and purpose statement of the DEI.

Chairperson Villena thanked Member Lewis for his service to the Committee and spoke about previously lived experiences of community members.

Adjourned at 7:55 PM

*Chelsea Shafer*

Chelsea Shafer, Senior Administrative Specialist

MEETING MINUTES OF THE EL SEGUNDO DIVERSITY, EQUITY, AND INCLUSION  
(DEI) COMMITTEE  
REGULAR MEETING  
WEDNESDAY, SEPTEMBER 11, 2024

Meeting could not be called to order due to lack of quorum.

*Chelsea Shafer*  
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Chelsea Shafer, Senior Administrative Specialist