

City of Rowlett
Diversity Commission Meeting
Wednesday, December 19, 2018
City Hall
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

1. Call to order
 - Meeting called to order at 6:31pm. The following members were present: Lakisha Culpepper, Jesse Roark, Diana Moore, Michael Hernandez, Jerry Hickman, Katie Babin, Robert McCarrier, Samantha Miller, Alena Jefferson-Shelbia, . Mark McAvoy and Elise Bowers represented City Staff.

2. Approve Prior Meeting Minutes
 - **Motion to approve minutes made by Hickman, second by Hernandez (passed unanimously).**

3. Public Input
 - There was no public input

4. Discuss Participation in Local Events
 - Poor turnout for Holiday Parade (weather related).
 - Several parade attendees observed taking pictures or and in front of the Commission's "Merry Happy Everything" display.
 - Several Commission Members provided positive feedback regarding 12 Days of Christmas events.
 - Discussed turnout for the Veterans Day event at Veterans Park—identified as a future opportunity to engage community.

5. Committee Reports
 - a. Activities Calendar Committee: No committee report—did not meet due to scheduling conflicts. Will schedule a future meeting.

 - b. Events Appearance Committee: No committee report—did not meet. Jefferson-Shelbia discussed whether to print a 2nd banner and/or whether to purchase t-shirts for commission members. Chair encouraged committee to bring recommendations to future meetings.

6. Education Event
 - Babin suggested using 92Y programming as a potential dialogue starter.
 - Culpepper suggested initial event should be focused on educating the community on the commission's purpose.
 - Jefferson-Shelbia suggested using "On the Water, On the Move" as a platform to discuss the commission's purpose. Also, discussed the feasibility of producing a video highlighting the commission's purpose.

- McAvoy suggested developing an ‘elevator’ pitch to clearly and briefly define the commission’s purpose and goals.
 - During the discussion about how to effectively market the commission, McAvoy suggested recasting the two subcommittees to better align with commission goals. After discussing pros/cons it was suggested that the Activities Calendar Committee be recast as the Marketing Committee with McCarrier, Hickman, and Roark as members. It was further suggested that Babin and Younge join the Events Appearance Committee.
 - Commission members discussed planning an education event for March 30 between 10am and 11am at the RCC. **Motion to recast committees, approve new committee membership, and preliminary schedule of education event made by Hernandez, second by Moore (passed unanimously).**
7. Participating with Parks and Recreation
- Culpepper reported on a meeting she attended with Lindsay Prasifka to discuss the interface between the commission and the P&R department. Remaining discussion centered on the importance of the Commission supporting P&R’s mission and events.
8. Diversity Contact Database Update
- Suggestions made to increase number of contacts for database—specifically focused on reaching out to schools, faith-based orgs, and non-profits. Also discussed applying some focus to special needs families, people with disabilities, etc.
9. Discuss Attending North Texas Diversity, Equity & Inclusion Summit
- **Culpepper made motion to allocate \$250 from budget for registration fees, second by (approved unanimously).**
10. Public Announcements
- City academy begins Jan 31: 6:30pm - 8pm. Interested individuals may register online at www.rowlett.com/cityacademy.
 - Mahjong class Tuesday evenings in January at Congregation Shearith Israel. Cost is \$35, which includes professional instruction.
 - Bridge at Congregation Shearith Israel.
11. Agenda Items for Future Meetings
- Review goals and objectives.
 - Discuss education event.
12. Adjourn
- Commission chair adjourned the meeting at 8:23pm.



 Robert McCarrier, Chair



 Mark McAvoy, Staff Liaison

1/19/2019

 Date Approved