

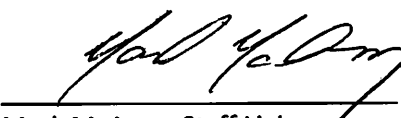
City of Rowlett  
Diversity & Inclusion Commission Meeting  
City Hall, 4000 Main Street, Rowlett, Texas 75088

Wednesday, June 19, 2019 Meeting Minutes

1. Call to order
  - Meeting called to order at 6:31pm. The following members were present: Michael Hernandez, Robert McCarrier, Brooke Donnelly, Lakisha Culpepper, Jesse Roark, Alena Jefferson-Shelbia, and Diana Moore. Mark McAvoy and Elise Bowers represented City Staff.
  
2. Approve Prior Meeting Minutes
  - **Motion to approve 5/15 minutes by Culpepper, second by Moore (passed unanimously).**
  
3. Public Input
  - No public input.
  
4. Discuss Participation in Local Events
  - Commission discussed how it may engage 19 Ministries, specifically Landon Huie.
  
5. Committee Reports
  - a. Activities & Events Committee: No committee report. **Motion to rename Activities & Events Committee as the Marketing & Media Committee by Culpepper, second by Donnelly (passed unanimously).**
    - Marketing & Media Committee: **Motion to approve shirt style and price up to \$30/person by Jefferson-Shelbia, second by Donnelly (passed unanimously).** Taste of DiverCity coordination meetings to begin in July (at least monthly through September)—first meeting will be scheduled Saturday, July 13. **Motion to recommend McCarrier as the Commission's Complete Count Committee representative by Culpepper, second by Hernandez (passed unanimously).**
  
  - b. Marketing Committee: No committee report. **Motion to dissolve Marketing Committee by Donnelly, second by Culpepper (passed unanimously).**
  
6. Supplier Diversity (Procurement)
  - Vicki Alfaro (City's purchasing manager) briefed Commission on both State law and City policies and procedures related to procurement.
  - City to provide information to commission related to HUB vendors (See attachment).
  
7. Commission Survey
  - Donnelly led discussion about a general survey to gauge Commission comments, concerns, and feedback.
  - Commission recommends keeping the number of regular members at 11.

8. Goals Matrix
  - Deferred to July meeting.
9. Stonewall 50<sup>th</sup> Anniversary
  - No action.
10. Ben Franklin Circles
  - Bowers led discussion about Franklin circles concept—members to consider options and report back at future meeting.
11. Block Party
  - Roark led discussion on how to partner w/ PD's Crisis Assistance Program (JJ Jones)—commission discussed possible use block party trailer to co-host event with PD.
12. Diversity Contact Database
  - No updates
13. Public Announcements
  - Those with interest in joining Camp Gladiator see Brooke.
14. Agenda Items for Future Meetings
  - 2020 Census
  - Engage PD
  - City supplier/procurement process
  - Subcommittee presentations
  - Review goals matrix
15. Adjourn
  - Meeting adjourned at 8:40pm.

  
\_\_\_\_\_  
Robert McCarrier, Chair

  
\_\_\_\_\_  
Mark McAvoy, Staff Liaison

7/17/19  
\_\_\_\_\_  
Date Approved

**5 YR HUB (HISTORICALLY UNDERUTILIZED BUSINESS) TALLEY**

<b><u>PO #</u></b>	<b><u># HUBs Contacted</u></b>	<b><u># HUBs Responded</u></b>	<b><u># PO's Awarded to HUB</u></b>	<b><u>PO \$ Amount</u></b>
FY15	70	9	0	\$ -
FY16	122	16	2	\$ 12,017.20
FY17	100	27	5	\$ 19,157.64
FY18	94	21	2	\$ 28,596.00
*FY19	35	4	1	\$ 2,983.00
<b>TOTAL</b>	<b>421</b>	<b>77</b>	<b>10</b>	<b>\$ 62,753.84</b>

\*Partial year thru June